

Garrison, Jamica (CMG-Dayton)

From: Urbana University Career Services <services@myinterfase.com>
Sent: Monday, January 05, 2015 3:39 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Your job posted at Urbana University is about to expire!

January 5, 2015

Dear Cox Media Group Ohio:

Your job posting with Urbana University for Sales Associate (Job ID: 10630) will expire tomorrow. If you would like to edit, repost, or close this position, you may do so through Urbana University's JobQuest system at <https://www.myinterfase.com/urbana/employer>. If you have hired an Urbana University student or alumni to fill this position, please click on "Report a Hire" in the system. To login, please use the following:

Username: Jamica.Garrison@coxinc.com
Password: cox@2014

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

If I can be of further assistance in your recruiting needs, please feel free to contact me.

Sincerely,

Nick Christian
Associate Dean of Students for Professional Development Urbana University
937-772-9284
nick.christian@urbana.edu
www.urbana.edu

Garrison, Jamica (CMG-Dayton)

From: Capital University Career Development <services@myinterfase.com>
Sent: Monday, January 05, 2015 2:24 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Crusader Careers: Your job is about to expire!

January 5, 2015

Dear Cox Media Group Ohio:

The following job on Capital University's online job and internship website will expire today:

Job ID: 10600
Job Title: Sales Associate

If you wish to review or repost this job, click the link below to login:

<https://www.myinterfase.com/capital/employer>

Please contact me if you have questions or need additional help.

Sincerely,

Jan Rich, Assistant Director
Capital University Career Development
614-236-6656
jrich@capital.edu

Garrison, Jamica (CMG-Dayton)

Subject:

FW: Employment Opportunities - Cox Media Group Ohio

Attachments:

Lead_Generation_Evangelist_Ad.123114.pdf; Marketing_Coordinator_Ad.123114.pdf

'- Email' <career@cedarville.edu>; '- Email' <ldevond@centralstate.edu>; '- Email' <josh.logan@csu.edu>; '- Email' <careers@clarkstate.edu>; '- Email' <hrteam@coxohio.com>; '- Email' <naacpdayton3181@sbcglobal.net>; '- Email' <Day-VEST@lycos.com>; '- Email' <mrobinson6@devry.edu>; '- Email' <career@edisonohio.edu>; '- Email' <huocreruit@gmail.com>; '- Email' <dean.blimine@indwes.edu>; '- Email' <swackkid@yahoo.com>; '- Email' <kslaton@jvscinti.org>; '- Email' <cscjobs@kent.edu>; '- Email' <joanie.krein@miamijacobs.edu>; '- Email' <careerservices@muohio.edu>; 'igoff@mvctc.com'; '- Email' <careercenter@nab.org>; '- Email' <hr@nab.org>; '- Email' <dclark@beonair.com>; '- Email' <krichbaum.19@osu.edu>; '- Email' <Aminah.Costner@jfs.ohio.gov>; '- Email' <sharma.fox@sinclair.edu>; '- Email' <tommie.lewis@mipcllc.com>; '- Email' <christine.wiley@udayton.edu>; '- Email' <hwilliams@wilberforce.edu>; '- Email' <careers@wittenberg.edu>; '- Email' <cheryl.krueger@wright.edu>

From: Garrison, Jamica (CMG-Dayton)**Sent:** Wednesday, December 31, 2014 4:20 PM**To:** Garrison, Jamica (CMG-Dayton)**Subject:** Employment Opportunities - Cox Media Group Ohio

Good Day,

Please share the attached positions with job seekers interested in employment opportunities with our company.

Thank you for being a partner with Cox Media Group Ohio!

Have a great day!



Jamica Garrison | Human Resources Coordinator

Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409

Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

Creating solutions. Delivering results.

Newspaper | Television | Radio | Targeted Print & Online Products | Commercial Print | Direct Mail | Digital Ad Services

This message may contain advertising material and is brought to you by Cox Media Group Ohio, 1611 South Main Street, Dayton, OH 45409. If you do not wish to receive commercial email messages from the individual who sent you this message, please reply to this message and type "unsubscribe" in the subject line.



Marketing Coordinator
Cox Digital Marketing

Position Summary:

The Cox Digital Marketing Coordinator is responsible for the coordination of all aspects of multi-media campaigns promoting our B2B and B2C brands and the consistency of our brand image throughout sales materials. This individual will be responsible for the oversight of various Marketing projects and campaigns throughout the CMG Ohio product cycle as well as providing written campaign copy.

Description

This individual is responsible for taking an initiative, product or theme and creating a process to deliver the appropriate materials, talking points and communication to the sales team, while managing all deliverables from research, artists and copywriters. They will manage various projects through the process, ensuring proper artwork and that materials are up to date in all media. This individual will create systems and templates that can be used repeatedly to reflect our brands and be the keeper of all sales materials, ensuring currency and accuracy.

The ideal candidate will be a skilled writer who understands digital and can explain it in a clear and compelling way. They will have copywriting responsibilities for external facing branding materials and be responsible for providing sales collateral that is a consistent and appropriate representation of the CDM/CMG Ohio brand. This person will be skilled at effectively communicating marketing messages in a variety of mediums including print, broadcast and digital. They will report to the Director of Cox Digital Marketing/Brand Strategy and have a high level of interaction with all of Marketing, Research and Sales.

Minimum Qualifications:

- BS/BA or equivalent years of experience in related discipline
- Proven track record in project management
- Highly organized
- Excellent written and verbal communication skills
- Ability to thrive in a multi-tasking environment
- Strong computer skills/proficient in Microsoft Office
- Strong digital knowledge
- Highly collaborative

If you are interested please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx> - Job Code 1413869.--

Garrison, Jamica (CMG-Dayton)

From: admin@tvjobs.com
Sent: Saturday, February 14, 2015 4:40 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: TVJobs.com - Notification of Job Expiration

NOTIFICATION OF JOB EXPIRATION

Station : Cox Meida Group Ohio
Position: Marketing Coordinator
Category: Marketing
Database: Multimedia
Job ID : TVJ#34259468
Expires : 2/14/2015

Jamica Garrison,

Your "Marketing Coordinator" position listed in the TVJobs.com database has expired.

If you would like to re-post this now, or in the future, click on this link ...

- <http://jobs.tvjobs.com/REIN?311da914172993cfaa8976772f9eaba1e5886af4>

Thank you very much for listing your available positions at TVJobs.com.
If we can be of any further assistance, do not hesitate to ask.

Best Regards

Mark C. Holloway
Broadcast Employment Services
TVJobs.com
admin@tvjobs.com

>>This message has been automatically generated to help you manage your
online jobs.<<

Garrison, Jamica (CMG-Dayton)

Subject: FW: Employment Opportunities - Cox Media Group Ohio
Attachments: All_Media_Journalist.012815.pdf; Digital_Product_Manager_Dayton.com.012815.pdf

'- Email' <career@cedarville.edu>; '- Email' <ldevond@centralstate.edu>; '- Email' <josh.logan@csu.edu>; '- Email' <hrteam@coxohio.com>; '- Email' <Day-VEST@lycos.com>; '- Email' <mrobinson6@devry.edu>; '- Email' <huocreclut@gmail.com>; '- Email' <swackkid@yahoo.com>; '- Email' <kslaton@jvscinti.org>; '- Email' <cscjobs@kent.edu>; '- Email' <joanie.krein@miamijacobs.edu>; '- Email' <careercenter@nab.org>; '- Email' <hr@nab.org>; '- Email' <dclark@beonair.com>; '- Email' <Aminah.Costner@jfs.ohio.gov>; '- Email' <tommielewis@mipcllc.com>; '- Email' <hwilliams@wilberforce.edu>; '- Email' <careers@wittenberg.edu>; '- Email' <cheryl.krueger@wright.edu>

From: Garrison, Jamica (CMG-Dayton)
Sent: Wednesday, January 28, 2015 1:32 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: Employment Opportunities - Cox Media Group Ohio

Good Day,

Please share the attached positions with job seekers interested in employment opportunities with our company.

Thank you for being a partner with Cox Media Group Ohio!

Have a great day!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

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Digital Product Manager (*Focus on Dayton.com)

Nature of Work

CMG-Ohio is our company's only converged operation – blending digital, newspaper, radio and TV under one roof and creating a unique experience for multi-media digital learning. We commit to offering you the opportunity to be part of a dynamic team of full-time learners who launch new products, test different technologies, collaborate on cross-platform initiatives and support our core mission: to engage our audiences with the most trusted, valuable, and timely news and information across all devices. You also will develop the important skills of digital content judgment, brand management and revenue generation. Our digital brands reach 10 million visitors every month, which guarantees a large, captive audience for your work.

Requirements

- Achieve stated audience goals (visits, social media referrals, mobile page views, video views, etc.) for Dayton.com.
- Use metrics analysis and audience research to make Dayton.com content decisions for all distribution channels.
- Create stories, articles, listicles, photo packages and other content to appeal to Dayton.com audiences.
- Aggressively edit content to ensure brand quality and voice distinction.
- Proactively seek content from internal and external sources including CMGO properties, 3rd-party vendors and community freelancers.
- Effectively coordinate and manage projects from creation to implementation.
- Budget, plan and organize content to maximize audience reach around key dates, events and revenue channels.
- Develop and implement social media content for Dayton.com across existing and emerging platforms (i.e. Facebook, Twitter, Instagram, Pinterest, Tumblr, Vine, etc.).
- Implement strategic opportunities and innovative ideas to amplify social reach across all devices and platforms including mobile.
- Effectively and regularly communicate with colleagues, managers and other stakeholders across departments.
- Assist in planning/developing Digital revenue proposals by working with Digital sales staff
- Ability to work in high-energy fast-paced environment.
- Stay current on Digital audience, technology and advertising trends to help drive business development.
- Actively watch, listen to, read or otherwise review products across all platforms (TV, radio, print)
- Exhibit a sense of humor, fun and creativity.
- Handle other assignments as needed, showing flexibility and adaptability.

Education/Experience

- Bachelor's degree in relevant discipline or equivalent experience
- Minimum 1 year experience editing and/or copyediting variety of content formats
- Minimum 1 year of Digital experience with proven track record
- Must be proficient with Word, PowerPoint and Excel
- Excellent communication and presentation skills, both verbal and written
- Ability to support a 24/7 operation, which includes evening and weekend shifts

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 151186

Cox Media Group Ohio is an Equal Opportunity Employer

Garrison, Jamica (CMG-Dayton)

From: OhioUniversityCareerServices@csm.symplicity.com
Sent: Thursday, January 29, 2015 9:14 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Ohio University Job Posting Approved

Dear Jamica Garrison:

The following position has been approved:

Digital Product Manager

If students are interested in applying for this position, they will submit their applications to you directly, unless you selected to have applications accumulated on-line in your Bobcat CareerLink account.

If you have any questions about your job posting, please feel free to contact us.

Thank you,

Career & Leadership Development Center Staff

Ohio University
One Park Place
Baker University Center 533
Athens, OH 45701

O: 740.593.2909
F: 740.593.1393

www.ohio.edu/careers
careerandleadership@ohio.edu

The Division of Student Affairs
Creating Community, Cultivating Leaders

Garrison, Jamica (CMG-Dayton)

From: sschumacher@otterbein.edu
Sent: Thursday, January 29, 2015 10:30 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Your job has been approved!

January 29, 2015

Dear Jamica Garrison:

The following job you previously submitted to Ohio Job Line and forwarded to our office has been approved. It is now available for student viewing:

Job ID: 9707

Job Title: Digital Product Manager

You may click the link below and log into our system to review this job or view any activity:

<https://www.myinterfase.com/otterbein/employer>

All changes to your job posting must be made at the Ohio Job Line website.

Garrison, Jamica (CMG-Dayton)

From: Urbana University Career Services <services@myinterfase.com>
Sent: Thursday, January 29, 2015 9:57 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Job approved at Urbana University!

January 29, 2015

Dear Jamica Garrison:

The following job you previously submitted to Ohio Job Line and forwarded to our office has been approved. It is now available for student viewing:

Job ID: 9707

Job Title: Digital Product Manager

You may click the link below and log into our system to review this job or view any activity:

<https://www.myinterfase.com/urbana/employer>

All changes to your job posting must be made at the Ohio Job Line website.

Nicholas T. Christian

Associate Dean of Professional Development Urbana University

937-772-9284

nick.christian@urbana.edu

Garrison, Jamica (CMG-Dayton)

From: Capital University Career Development <services@myinterfase.com>
Sent: Thursday, January 29, 2015 9:32 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Your job has been approved!

January 29, 2015

Dear :

The following job you previously submitted to Ohio Job Line and forwarded to our office has been approved. It is now available for student viewing:

Job ID: 9707

Job Title: Digital Product Manager

You may click the link below and log into our system to review this job or view any activity:

<https://www.myinterfase.com/capital/employer>

All changes to your job posting must be made at the Ohio Job Line website.

Videographer/Editor CMGO II (filled 03/16/15)

Due to administrative oversight, there is no recruitment documentation for this position. At the time of this opening, the HR Representative was not required to be listed on the requisition, so no records were kept of outreach efforts.

When this oversight was discovered, the internal process was corrected to ensure that the HR Representative for each open position is listed.

Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Thursday, April 30, 2015 9:37 AM
To: Aminah Costner (Ohio Means Jobs); Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Howard University (Howard University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Piatt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton)
Subject: Employment Opportunities - Cox Media Group Ohio
Attachments: Account_Executive.042415.pdf; All_Media_Journalist_I.042215.pdf; Social_Media_Web_Producer.042215.pdf

Good Day,

Please share with job seekers interested in being considered for an employment opportunity with our company.

Thank you in advance for the referrals!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

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ACCOUNT EXECUTIVE

Nature of Work

The Account Executive is responsible for developing client relationships by creating marketing solutions and executing them from the initial planning stage to presentation, implementation and follow up. Priorities of this position include continuous account development and new business account development through aggressive sales strategy including thorough needs analysis utilizing the full line of Cox Media Group Ohio products including Broadcast, Digital, Print, and other niche product opportunities to grow market share.

Requirements

- Determines advertising campaign requirements by utilizing product and service knowledge including thorough understanding of broadcast, digital, marketing research, media capabilities and audience characteristics.
- Identifies current and future customer service requirements by establishing rapport with actual and potential customers.
- Helps customer develop and maximize advertising budget by conferring with key stakeholders (management, designers, and media specialists) to develop the optimal media solution.
- Obtains client acceptance by developing campaign strategy and presenting multimedia solutions and implements campaigns by negotiating and authorizing contracts.
- Evaluates and adjusts/redirects campaigns by studying and analyzing results and recommending future direction.
- Develops new business contacts and opportunities through networking, territory mining and referrals.
- Prepares reports for customers by collecting, analyzing and summarizing information and trends
- Responsible for reaching monthly revenue goals.
- Maintains professional knowledge by attending educational workshops, reviewing professional publications, establishing professional networks and participating in professional associations.
- Contributes to the company team effort by accomplishing related results as needed.

Education/Experience

- Media sales experience with a track record of success, specifically in TV, is a must
- Attention to detail, Agency negotiation skills, and digital sales expertise
- Multimedia sales experience preferred
- Bachelor's degree in marketing, management communications, or equivalent
- At least three years of successful sales experience required with strong emphasis in business-to-business sales
- Excellent communication, customer service, and presentation skills; time management
- Ability to understand all Cox Media Group Ohio products and ability to develop proposals and campaigns to maximize effectiveness for current and new business clients is essential
- General business understanding of marketing and pricing models
- Proposal development and negotiating skills

- Strong computer skills including Excel, PowerPoint, Word and Outlook
- Strong understanding of the Internet and online sales opportunities
- Ability to think creatively

Thu, Apr 30, 2015
09:46:29

Receipt No

Advertising COX Ohio Publishing Receipt

Acct 017120C
Phone 9372252107
E-Mail
Client

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

City DAYTON

State OH Zip 45402

Caller:

Ad Name 17175859A
Ad Id 17175859

Reply Request
Standby Type

Start 05/03/15

Issues 8

Stop 05/10/15

Class 2115

Rate CCPRO

Pay Type BI

Copy Line ACCOUNT EXECUTIVE

Rep MISC ACCOUNTS

Colors 0

Editions DDLY/NDLY/SHJN/OPBC/ G. D. #
OPWC/

Tear sheets

Earliest Production Deadline: 04/30/2015

Lines.....	103
Depth.....	8.43
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

COX MEDIA GROUP Ohio
ACCOUNT EXECUTIVE
Name of Book
The Account Executive is responsible for the management of the advertising program for the client. This includes the selection of media, the development of the advertising copy, and the coordination of the advertising campaign. The Account Executive is also responsible for the monitoring of the advertising program and the reporting of results to the client. The Account Executive is a key member of the advertising team and is responsible for the success of the advertising program.

Requirements
The Account Executive must have a minimum of two years of experience in the advertising industry. The Account Executive must have a strong understanding of the advertising process and the ability to develop and execute an advertising campaign. The Account Executive must have excellent communication skills and be able to work effectively with the client and the advertising team. The Account Executive must have a strong attention to detail and be able to manage multiple projects simultaneously.

Education and Experience
The Account Executive must have a minimum of a Bachelor's degree in advertising, marketing, or a related field. The Account Executive must have a minimum of two years of experience in the advertising industry. The Account Executive must have a strong understanding of the advertising process and the ability to develop and execute an advertising campaign. The Account Executive must have excellent communication skills and be able to work effectively with the client and the advertising team. The Account Executive must have a strong attention to detail and be able to manage multiple projects simultaneously.

Skills and Abilities
The Account Executive must have excellent communication skills and be able to work effectively with the client and the advertising team. The Account Executive must have a strong understanding of the advertising process and the ability to develop and execute an advertising campaign. The Account Executive must have a strong attention to detail and be able to manage multiple projects simultaneously. The Account Executive must have a strong ability to work under pressure and meet deadlines. The Account Executive must have a strong ability to think creatively and develop innovative advertising campaigns.

Other Information
The Account Executive must have a strong understanding of the advertising process and the ability to develop and execute an advertising campaign. The Account Executive must have excellent communication skills and be able to work effectively with the client and the advertising team. The Account Executive must have a strong attention to detail and be able to manage multiple projects simultaneously. The Account Executive must have a strong ability to work under pressure and meet deadlines. The Account Executive must have a strong ability to think creatively and develop innovative advertising campaigns.

Ad shown is not actual print size

Tue, Apr 28, 2015
14:56:19

Receipt No

Advertising COX Ohio Publishing Receipt

Acct 017120C
Phone 9372252107
E-Mail
Client

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

City DAYTON

State OH Zip 45402

Caller:

Ad Name 17175859A
Ad Id 17175859

Reply Request
Standby Type

Start 05/10/15
Class 2115
Copy Line ACCOUNT EXECUTIVE
Editions DDLY/NDLY/OPBC/OPW C/SHJN/
G. D. #

Issues 5
Rate CCPRO
Rep MISC ACCOUNTS

Stop 05/14/15
Pay Type BI
Colors 0
Tear sheets

Earliest Production Deadline: 05/07/2015

Lines.....	103
Depth.....	8.43
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

USE MEDIA ORDER FORM
ACCOUNT EXECUTIVE

Section of Work
The account is subject to the following conditions:
1. The account is subject to the following conditions:
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Requirements

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Additional Comments

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Ad shown is not actual print size

Garrison, Jamica (CMG-Dayton)

Subject:

FW: Employment Opportunity (HOT JOB) - Cox Media Group Ohio

Attachments:

Weekend_Meteorologist.022415.pdf

' - Email' <career@cedarville.edu>; ' - Email' <ldevond@centralstate.edu>; ' - Email' <josh.logan@csu.edu>; ' - Email' <hrteam@coxohio.com>; ' - Email' <Day-VEST@lycos.com>; ' - Email' <mrobinson6@devry.edu>; ' - Email' <huocreruit@gmail.com>; ' - Email' <swackkid@yahoo.com>; ' - Email' <kslaton@jvscinti.org>; ' - Email' <cscjobs@kent.edu>; ' - Email' <joanie.krein@miamijacobs.edu>; ' - Email' <careercenter@nab.org>; ' - Email' <hr@nab.org>; ' - Email' <dclark@beonair.com>; ' - Email' <Aminah.Costner@jfs.ohio.gov>; ' - Email' <tommielewis@mipcllc.com>; ' - Email' <hwilliams@wilberforce.edu>; ' - Email' <careers@wittenberg.edu>; ' - Email' <cheryl.krueger@wright.edu>; 'twithrow1@udayton.edu'; 'Idickey1@udayton.edu'

From: Garrison, Jamica (CMG-Dayton)

Sent: Tuesday, February 24, 2015 3:43 PM

To: Garrison, Jamica (CMG-Dayton) <Jamica.Garrison@coxinc.com>

Subject: Employment Opportunity (HOT JOB) - Cox Media Group Ohio

Good Day,

Please share this **HOT JOB** with job seekers interested in an opportunity with our company.

Thank you for being a partner with Cox Media Group Ohio!

Have a great day!



Jamica Garrison | Human Resources Coordinator

Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409

Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

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Weekend Meteorologist, WHIO-TV

Nature of Work

WHIO-TV, the home of America's highest rated metered-market newscasts, is looking to expand its team of meteorologists to meet audience demand for weather content anytime, anywhere. We are the dominant weather leader in Southwest Ohio, the station that viewers count on when severe weather is approaching. Our current team of five Meteorologists works through TV, Radio, Digital and Newspapers to keep our community safe. Are you ready for the challenge to join this group of outstanding science professionals?

With our own Radar, HD Graphics, Warning Apps and with Skywarn located in-house – we invest heavily in providing our team with all the equipment necessary to protect our viewers, listeners and readers and provide strong locally-focused content. Weather is our #1 priority, 24 hours a day!

Cox Media Group, a subsidiary of Atlanta-based Cox Enterprises, is an integrated broadcasting, publishing, and digital media company that include the national advertising rep firms of Cox Reps. With revenues exceeding \$1.5 billion, company operations include 15 broadcast television stations, one local cable channel, 86 radio stations, four metro newspapers, more than a dozen non-daily publications, and over 100 digital services.

Responsibilities:

- Candidate must create and follow the WHIO-TV weather format and action plans.
- Must have the ability not only to forecast in weather market, but also have the ability to communicate that forecast in a way the viewers will understand.
- Qualified candidates will be proficient at updating the web with blogs, graphics and videos, as well as using social media.

Education/Experience

- B.A. Degree in Journalism, Communications, Science, or Other
- 1+ years television weathercaster experience
- Completion of Certified Broadcast Meteorology (CBM) program, or be in process of completing this year (2015).
- Requires strong computer skills and communication skills

Want to know more? Tell us why you're ready to lead. Send a cover letter and resume to Caryn.golden@cmgohio.com.

Cox Media Group is an Equal Opportunity Employer.

Garrison, Jamica (CMG-Dayton)

Subject: FW: Employment Opportunities - Cox Media Group Ohio
Attachments: All_Media_Journalist_I.032515.pdf; All_Media_Journalist_II.032515.pdf;
Digital_Marketing_Manager.032515.pdf

'- Email' <career@cedarville.edu>; '- Email' <ldevond@centralstate.edu>; '- Email' <josh.logan@csu.edu>; '- Email' <hrteam@coxohio.com>; '- Email' <Day-VEST@lycos.com>; '- Email' <mrobinson6@devry.edu>; '- Email' <huocreruit@gmail.com>; '- Email' <swackkid@yahoo.com>; '- Email' <kslaton@jvscinti.org>; '- Email' <cscjobs@kent.edu>; '- Email' <joanie.krein@miamijacobs.edu>; '- Email' <careercenter@nab.org>; '- Email' <hr@nab.org>; '- Email' <dclark@beonair.com>; '- Email' <Aminah.Costner@jfs.ohio.gov>; '- Email' <tommielewis@mipcllc.com>; '- Email' <hwilliams@wilberforce.edu>; '- Email' <careers@wittenberg.edu>; '- Email' <cheryl.krueger@wright.edu>; 'twithrow1@udayton.edu'; 'Idickey1@udayton.edu'

From: Garrison, Jamica (CMG-Dayton)
Sent: Wednesday, March 25, 2015 6:42 PM
To: Garrison, Jamica (CMG-Dayton) <Jamica.Garrison@coxinc.com>
Subject: Employment Opportunities - Cox Media Group Ohio

Good Day,

Please share this with job seekers interested in an opportunity with our company.

Thank you for being a partner with Cox Media Group Ohio!

Have a great day.

NOTE: These positions will not be active on our website until next Friday.



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

Creating solutions. Delivering results.

Newspaper | Television | Radio | Targeted Print & Online Products | Commercial Print | Direct Mail | Digital Ad Services

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All-Media Journalist I

Nature or Work

Cox Media Group Ohio has one of the most-advanced multi-platform newsrooms in country (TV, Radio, Newspapers, and Digital) and is seeking a city government reporter to fill a new role. The position requires someone proficient at government and investigative reporting who can produce work that accomplishes core needs for CMGO's products in print, in digital and broadcast. The reporter will cover the city of Hamilton in Butler County, Ohio and important community topics, writing stories, taking video, producing audio and creating interactive content that drives digital engagement.

Requirements

- Use research to tailor stories to fit the audience for print, TV, radio and digital.
- Investigate issues affecting local government, economic development and business as well as the institutions themselves.
- Work with digital content staff to create story elements that uniquely engage the digital audience. This may include blogs.
- Use social media to engage the audience and drive people to your stories
- Typical output will be multiple stories per week, including a regular presence on the front page of our newspapers.
- Reporter should be familiar and comfortable with standards for avoiding libel and slander and have a good grasp of Ohio's public records laws.
- Ability to work in high-energy, fast-paced environment.

Education/Experience

- Generally three years or less of comparable professional experience.
- Work involves general reporting, writing, capturing visuals, editing, and social media.
- Varying degrees of proficiency in serving all platforms.
- Expected to develop story ideas and execute according to SAP/SOP and manager instructions.
- Work is expected to be accurate and complete according to set deadlines.

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 154777

Cox Media Group Ohio is an Equal Opportunity Employer

Tue, Feb 28, 2017
09:30:28

Receipt No

Advertising COX Ohio Publishing Receipt

Acct 017120C
Phone
E-Mail
Client
Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****
City DAYTON
State OH Zip 45402
Caller:

Ad Name 17137764A
Ad Id 17137764
Reply Request
Standby Type

Start 04/05/15
Class 2125
Copy Line All Media Journalist I
Editions DDLY/NDLY/SHJN/
G. D. #
Issues 7
Rate CCPRO
Rep MISC ACCOUNTS
Stop 04/11/15
Pay Type BI
Colors 0
Tear sheets

Earliest Production Deadline: 01/14/2015

Lines.....	69
Depth.....	5.66
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

Cox Media Group Ohio
ALL-MEDIA JOURNALIST I
Job Description:
The All-Media Journalist I position is responsible for gathering, researching, writing, editing, and producing news stories for print, TV, radio and digital. The position also involves managing social media content and ensuring all content meets the highest standards of accuracy and fairness. The position is a fast-paced, high-energy environment with a focus on delivering timely and engaging news coverage.
Requirements:
• Bachelor's degree in Journalism, Mass Communication, or a related field.
• Minimum three years of experience in a similar position.
• Strong writing and editing skills.
• Ability to work in a fast-paced, high-energy environment.
• Strong interpersonal and communication skills.
• Ability to work in a team environment.
• Strong organizational and time management skills.
• Ability to work in a fast-paced, high-energy environment.
• Strong interpersonal and communication skills.
• Ability to work in a team environment.
• Strong organizational and time management skills.
If you are interested, please apply at:
<http://www.coxmediagroup.com/careers/search-jobs.aspx>
Use Job Code: 154777
Cox Media Group Ohio is an Equal Opportunity Employer

Ad shown is not actual print size

Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Tuesday, June 02, 2015 3:35 PM
To: Aminah Costner (Ohio Means Jobs); Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Howard University (Howard University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Int'l Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Piatt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton)
Subject: Employment Opportunity - Cox Media Group Ohio
Attachments: Sales_Coordinator (157395).051215.pdf

Good Day,

Please share this with job seekers interested in an opportunity with our company.

Thank you for the referrals!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

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Sales Coordinator

Nature of Work

- Supports Media Consultant to maximize revenue potential and delivery for each account and for the company.
- Primary responsibility is to prepare Media Consultants so that they can maximize their field time. This is achieved by coordinating full client proposals including but not limited to pre-sales work and prospecting.
- Manages the day-to-day interaction with Media Consultants and clients including account set-up/maintenance, coordinating creative and handling billing issues.
- Works with centralized ad operations, marketing and research teams to ensure client success.
- Enjoys building advertiser relationships while working in a collaborative sales environment

Experience/Education

- Associate's degree or equivalent experience in a related field or prior advertising experience
- Excellent computer skills including MS Word, Excel and MS PowerPoint.
- Results driven and highly accountable
- Ability to excel in a fast paced environment and able to handle multiple projects simultaneously
- Must be able to work independently but also effectively as a part of a team
- Excellent organization, problem-solving and communication skills both oral and written.
- A strong desire and ability to work in a highly collaborative sales environment

If you are interested please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx> - Job Code 157395.

Cox Media Group Ohio is an Equal Opportunity Employer

Tue, Feb 28, 2017
09:47:05

Receipt No

Advertising COX Ohio Publishing Receipt

Acct 017120C
Phone 9372252107
E-Mail
Client

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

City DAYTON State OH Zip 45402

Caller:

Ad Name 17215446A
Ad Id 17215446

Reply Request
Standby Type

Start 06/04/15
Class 2115
Copy Line Sales Coordinator

Issues 8
Rate CCPRO
Rep MISC ACCOUNTS

Stop 06/11/15
Pay Type BI
Colors 0
Tear sheets

Editions DDLY/NDLY/SHJN/OPBC/ G. D. #
OPWC/

Earliest Production Deadline: 05/29/2015

Lines.....	56
Depth.....	4.57
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

COX MEDIA GROUP OHIO Sales Coordinator

Nature of Work

- Supports Media Consultant to maximize revenue potential and delivery for each account and for the company.
- Primary responsibility is to prepare Media Consultants so that they can maximize their field time. This is achieved by coordinating full client proposals including but not limited to pre-sales work and prospecting.
- Manages the day-to-day interaction with Media Consultants and clients including account set-up/maintenance, coordinating creative and handling billing issues.
- Works with centralized ad operations, marketing and research teams to ensure client success.
- Enjoys building advertiser relationships while working in a collaborative sales environment.

Experience/Education

- Associate's degree or equivalent experience in a related field or prior advertising experience.
- Excellent computer skills including MS Word, Excel and MS PowerPoint.
- Results driven and highly accountable.
- Ability to excel in a fast paced environment and able to handle multiple projects simultaneously.
- Must be able to work independently but also effectively as a part of a team.
- Excellent organization, problem-solving and communication skills both oral and written.
- A strong desire and ability to work in a highly collaborative sales environment.

If you are interested please apply at
<http://www.coxenterprises.com/careers/search-jobs.aspx> Code 157995.

Cox Media Group Ohio is An Equal Opportunity Employer

Ad shown is not actual print size

Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Wednesday, April 29, 2015 10:55 AM
To: Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Howard University (Howard University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mary J Brown (Ohio Means Jobs); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Piatt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton)
Subject: Employment Opportunity - Cox Media Group Ohio
Attachments: All_Media_Journalist_I.042215.pdf

Good Day,

Please share this with job seekers interested in an opportunity with our company.

Thank you in advance for the referrals!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax:: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

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ALL MEDIA JOURNALIST I

Nature of Work

Cox Media Group Ohio has one of the most-advanced multi-platform newsrooms in the country (TV, Radio, Newspapers, and Digital) and is seeking a community reporter. The position requires someone proficient at government and investigative reporting who can write stories for print and digital, shoot, edit and front TV packages for our TV audience and be comfortable contributing on-air voice for radio. The reporter will join our multi-platform team of reporters based in Dayton and cover several local communities. They'll be asked to focus on core topics that our readers have indicated are most important to them: government watchdog for cities and schools, changes in the local economy and job market, events that affect the safety of their families, and the most important news of the day in their communities.

Requirements

- Use research to tailor stories to fit the audience for print, TV, radio and digital.
- Investigate issues affecting local government, economic development and business as well as the institutions themselves.
- Work with digital content staff to create story elements that uniquely engage the digital audience. This may include blogs.
- Use social media to engage the audience and drive people to your stories
- Reporter should be familiar and comfortable with standards for avoiding libel and slander and have a good grasp of Ohio's public records laws.
- Ability to work in high-energy, fast-paced environment and be committed to learning throughout their careers.

Education/Experience

- Bachelor's degree in Journalism or related field.
- A portfolio of work that shows good work in reporting, writing and some evidence of ability to shoot video and photos and use social media to get and transmit information.
- Genuine interest in story-telling of all kinds.
- Work is expected to be accurate and complete according to set deadlines.

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 156294

Cox Media Group Ohio is an Equal Opportunity Employer

Garrison, Jamica (CMG-Dayton)

Subject: FW: Employment Opportunities - Cox Media Group Ohio
Attachments: Operating_Technician.010615.pdf;
Digital_Remant_Maximization_and_VIP_Specialist.010514.pdf;
Digital_Sales_Technical_Specialist.010514.pdf;
Digital_Training_and_Product_Lead.010514.pdf; Operations_Training_Lead.010514.pdf;
Sales_Execution_Lead.010514.pdf; All_Media_Journalist.010715.pdf

'- Email' <career@cedarville.edu>; '- Email' <ldevond@centralstate.edu>; '- Email' <josh.logan@csu.edu>; '- Email' <hrteam@coxohio.com>; '- Email' <Day-VEST@lycos.com>; '- Email' <mrobinson6@devry.edu>; '- Email' <huocreruit@gmail.com>; '- Email' <swackkid@yahoo.com>; '- Email' <kslaton@jvscinti.org>; '- Email' <cscjobs@kent.edu>; '- Email' <joanie.krein@miamijacobs.edu>; '- Email' <careercenter@nab.org>; '- Email' <hr@nab.org>; '- Email' <dclark@beonair.com>; '- Email' <Aminah.Costner@jfs.ohio.gov>; '- Email' <tommielewis@mipcllc.com>; '- Email' <hwilliams@wilberforce.edu>; '- Email' <careers@wittenberg.edu>; '- Email' <cheryl.krueger@wright.edu>

From: Garrison, Jamica (CMG-Dayton)
Sent: Wednesday, January 07, 2015 12:35 PM
To: Garrison, Jamica (CMG-Dayton) <Jamica.Garrison@coxinc.com>
Subject: Employment Opportunities - Cox Media Group Ohio

Good Day,

Please share the attached positions with job seekers interested in employment opportunities with our company.

Thank you for being a partner with Cox Media Group Ohio!

Have a great day!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

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All-Media Journalist

Nature of Work

Cox Media Group Ohio has one of the most-advanced multi-platform newsrooms in the country (TV, Radio, Newspapers, and Digital) and is seeking a higher education reporter to fill a new role. The position requires someone proficient at investigative reporting who can produce work that accomplishes core needs for CMGO's products in print, in digital, and broadcast. The reporter will cover local higher education institutions and important higher education topics, writing stories, taking video, producing audio and creating interactive content that drives digital engagement.

Requirements

- Use research to tailor stories to fit the audience for print, TV, radio and digital.
- Investigate issues affecting institutions of higher education as well as the institutions themselves.
- Collaborate with WHIO-focused producers, work to create special reports and daily stories; some on-air work is expected.
- Work with digital-content staff to create story elements that uniquely engage the digital audience. This may include blogs.
- Use social media to engage the audience and drive people to your stories.
- Typical output will be multiple stories per week, including a regular presence on the front page of our newspapers and possible on-air presence.
- Reporter should be familiar and comfortable with standards for avoiding libel and slander.
- Ability to work in high-energy fast-paced environment

Education/Experience

- Experience in beat reporting; proven ability to write compelling narrative stories and other text-based journalism; experience taking photos, videos and producing television packages; and experience producing audio for radio.
- Experience in digital storytelling and use of social media to engage and grow audience.
- Experience in investigative journalism across platforms.
- Knowledge of issues facing higher education.
- Bachelor's degree in relevant discipline or equivalent experience
- Excellent communication and presentation skills, both verbal and written

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 1413990

Cox Media Group Ohio is an Equal Opportunity Employer

Receipt No

Advertising

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

Client

State OH Zip 45402

Caller:

Reply Request

Standby Type

Stop 01/14/15

Pay Type BI

Colors 0

G. D. #

Tear sheets

Cost Media Group Onli
HIGHER EDUCATION
ALL MEDIA JOURNALIST

Lines.....	78
Depth.....	6.39
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

[illegible]

Key Message: The researcher is laboring to fit the audience to print. TV, radio and digital investigate issues affecting institutions of higher education as well as the institution itself.

Conclusion: While focused products work to create special reports and story lines, some on-air work is expected.

What we learn: Digital content still is created by elements that cannot be changed. The story line may change, but the story itself is like social media to engage the audience and tie people to your stories.

Typical output: will be multiple stories per week, including a regular presence on the air or on commentators and possible on-air presence.

Research should be: flexible and comfortable with standards for trending hot and slender.

Advice to work in high-energy fast-paced environment:

Minimum Requirements
 Applicants must have: local reporting pro-
 ficiency; a variety of compelling narrative ite-
 mals; and other job-related narrative: ex-
 perience having probed, dissected and pro-
 duced television broadcast packages;
 experience producing audio for radio;
 experience in digital storytelling and use
 of digital media to engage and grow audi-
 ence;
 experience in investigative journalism;
 cross-platform
 knowledge of issues facing higher educa-
 tion;
 bachelor's degree in relevant discipline
 or equivalent experience;
 excellent communication and presenta-
 tion skills, both verbal and written

If you are interested, please apply at
<http://www.careersparks.com/careers>
 Search Job: 4891
 Use Job Code: 1413930
 Cox Media Group One is as Equal
 Opportunity Employer

Ad shown is not actual print size

Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Tuesday, April 28, 2015 9:54 AM
To: Aminah Costner (Ohio Means Jobs); Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Howard University (Howard University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Piatt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton)
Subject: Employment Opportunities - Cox Media Group Ohio
Attachments: WHIO-TV_Promotion_Writer_Producer.041415.pdf; Broadcast_Traffic_Assistant.041515.pdf; Assignment_Editor.042215.pdf

Good Day,

Please share with job seekers interested in being considered for an employment opportunity with our company.

Thank you in advance for the referrals!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax:: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

Creating solutions. Delivering results.

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Broadcast Traffic Assistant for WHIO-TV and Radio

Are you ready to be challenged in a deadline driven, fast paced, evolving Media Company?

Cox Media Group has an opportunity for you working as a broadcast traffic assistant for WHIO-TV and Radio. This ideal candidate will provide internal and external customer support to implement advertising media schedules and products for sales. This role requires high-level administrative and communication skills and will be responsible for log formatting, processing traffic and copy instructions for local and national advertising. This individual will also serve as a support in other capacities within the traffic team which includes: online reporting with our networks, radio logs and other duties as assigned within the operations support team. Successful candidates must be proficient in Microsoft office products, have excellent verbal and written communication skills and be an excellent problem solver working in a team and open environment.

Education/Experience

- Associates or Bachelor's degree and 2+ years of experience in a high level administrative position or 3 to 5 years equivalent experience in an administrative role
- Experience working in a deadline driven/fast paced work environment
- This role requires administrative skills and will be responsible for log formatting and requires ongoing communication with programming and marketing. Must have excellent communication, problem solving, attention to detail, organization and prioritization skills and be customer focused
- Be able to work independently but in a team environment
- Troubleshoot issues as needed and complete tasks as assigned to meet deadlines
- Proficient in using Microsoft Office (Word, Excel, Power Point and Outlook)
- Exercise discretion and handle confidential materials and information
- Serve as a support role in other capacities within the traffic team which could include network reporting, radio logs and other duties as assigned.
- Take initiative to provide solutions when solving customer concerns/issues.
- Must be able to work non-traditional hours as needed.

Preferred Skills

- Previous experience working in a media platform
- Knowledge of sales workflow and sales practices helpful

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>
Use Job Code: 155940

Cox Media Group Ohio is an Equal Opportunity Employer

Receipt No

Advertising

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

State OH Zip 45402

Caller:

Reply Request
Standby Type

Stop 05/07/15

Pay Type BI

Colors 0

Tear sheets

Earliest Production Deadline: 04/15/2015

Lines.....	82
Depth.....	6.75
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

COX MEDIA GROUP OWNS
Broadcast Traffic Assistant for
WISN-TV and Radio

WISN-TV and Radio are seeking a Broadcast Traffic Assistant to assist in the day-to-day operation of the station's advertising sales department. The ideal candidate will have a minimum of two years of experience in a similar position and a strong understanding of broadcast advertising sales. The position involves a high level of organization and attention to detail, as well as the ability to work closely with sales and production staff. The successful candidate will be responsible for preparing and submitting copy orders, managing the station's advertising schedule, and ensuring that all advertising spots are aired accurately and on time. The position is a full-time, salaried role with excellent benefits and a competitive salary. Interested candidates should submit their resume and cover letter to the Human Resources Department at WISN-TV and Radio.

Location: 70200

- **Accompany** or **Rebuild's** **director** and **2** **managers** **to** **conduct** **a** **high-level** **executive** **position** **of** **3** **to** **5** **years** **professional** **experience** **in** **an** **international** **environment**
- **Experience** **working** **in** **a** **deadline** **driven** **fast** **paced** **work** **environment**
- **This** **job** **requires** **administrative** **and** **organizational** **skills** **in** **the** **strategy** **and** **required** **ongoing** **communication** **with** **managing** **the** **business** **and** **other** **managers** **in** **the** **company**
- **Ability** **to** **manage** **multiple** **projects** **and** **priorities** **simultaneously** **and** **maintain** **attention** **to** **detail** **organization** **and** **prioritization** **skills** **and** **be** **able** **to** **communicate** **effectively**
- **Be** **able** **to** **work** **independently** **but** **in** **a** **team** **environment**
- **Be** **able** **to** **work** **flexibly** **as** **needed** **and** **complete** **tasks** **as** **assigned** **to** **them** **desired**
- **Must** **be** **able** **to** **work** **in** **using** **Microsoft** **Office** **Word** **Excel** **Power** **Point** **and** **Outlook**
- **Exercise** **discretion** **and** **handle** **confidential** **information**
- **Good** **oral** **and** **written** **communication** **skills**
- **Good** **as** **a** **project** **manager** **in** **other** **capacities** **within** **the** **basic** **work** **network** **could** **include** **network** **improving** **1990** **and** **1991**
- **Take** **initiative** **to** **provide** **solutions** **when** **asked** **and** **confronted** **with** **problems**

PROCESSED SHEET

- In-house experience working in a live platform
- Knowledge of sales workflow and sales resources needed

If you are interested please apply at
<http://www.careerbuilder.com/jobs/156046>
 Job Code 156046
 For more info, call 1-800-445-4454
 Equal Opportunity Employer

Ad shown is not actual print size

Garrison, Jamica (CMG-Dayton)

From: Career@cedarville.edu
Sent: Wednesday, May 27, 2015 4:12 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: Broadcast Traffic Assistant for WHIO-TV and Radio is expiring

May 27, 2015, 4:11 am

Dear Jamica Garrison:

This is a reminder that the Job Posting for Broadcast Traffic Assistant for WHIO-TV and Radio is expiring on Friday May 29, 2015.

If you wish to extend your posting, you can do so by logging into your account (<http://cedarville-csm.symplicity.com/>) and follow the instructions below:

- 1 - Go to <http://cedarville-csm.symplicity.com/employer>
- 2- Enter your username (email) & password on (Login screen page)
- 3- You are now on your HOME PAGE
- 4- Click "jobs" on the top menu bar
- 5- Select the job position you wish to EXTEND (click the job title) 6-Change the 'Expiration Date' to a future date
- 7- Click SUBMIT!

If your job posting has expired, below are instructions on how to access the job posting to extend it:

- 1 - Go to <http://cedarville-csm.symplicity.com/employer>
- 2- Enter your username (email) & password on (Login screen page)
- 3- You are now on your HOME PAGE
- 4- Click "jobs" on the top menu bar
- 5- Click on ADD NEW button
- 6-Click on SHOW ARCHIVED button
- 7-Select the "archived" job posting by clicking on the down arrow 8-Change the Expiration Date to a future date 9-Click SUBMIT button!

If you do not have a password to access the position, please contact Career Services.

Best Regards,
Your Career Services Team

Career Services
Cedarville University
937.766.7868 OFFICE
937.766.7876 FAX

Garrison, Jamica (CMG-Dayton)

Subject: FW: Employment Opportunity (HOT JOB) - Cox Media Group Ohio
Attachments: Chief_Meteorologist.021015.pdf

'- Email' <career@cedarville.edu>; '- Email' <ldevond@centralstate.edu>; '- Email' <josh.logan@csu.edu>; '- Email' <hrteam@coxohio.com>; '- Email' <Day-VEST@lycos.com>; '- Email' <mrobinson6@devry.edu>; '- Email' <huocreruit@gmail.com>; '- Email' <swackkid@yahoo.com>; '- Email' <kslaton@jvscinti.org>; '- Email' <cscjobs@kent.edu>; '- Email' <joanie.krein@miamijacobs.edu>; '- Email' <careercenter@nab.org>; '- Email' <hr@nab.org>; '- Email' <dclark@beonair.com>; '- Email' <Aminah.Costner@jfs.ohio.gov>; '- Email' <tommielewis@mipcllc.com>; '- Email' <hwilliams@wilberforce.edu>; '- Email' <careers@wittenberg.edu>; '- Email' <cheryl.krueger@wright.edu>; 'twithrow1@udayton.edu'

From: Garrison, Jamica (CMG-Dayton)
Sent: Tuesday, February 10, 2015 2:58 PM
To: Garrison, Jamica (CMG-Dayton) <Jamica.Garrison@coxinc.com>
Subject: Employment Opportunity (HOT JOB) - Cox Media Group Ohio

Good Day,

Please share this **HOT JOB** with job seekers interested in an opportunity with our company.

Thank you for being a partner with Cox Media Group Ohio!

Have a great day!



Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com

Creating solutions. Delivering results.

Newspaper | Television | Radio | Targeted Print & Online Products | Commercial Print | Direct Mail | Digital Ad Services

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Chief Meteorologist

Nature of Work

WHIO-TV, the home of America's highest rated metered-market newscasts, is looking for a Chief Meteorologist. We are the dominant weather leader in Southwest Ohio, the station that viewers count on when severe weather is approaching. Our team of five Meteorologists works through TV, Radio, Digital and Newspapers to keep our community safe. Are you ready for the challenge to lead this group of outstanding professionals?

With our own Radar, HD Graphics, Warning Apps and with Skywarn located in-house – we invest heavily in providing our team with all the equipment necessary to protect our viewers, listeners and readers and provide strong locally-focused content. Weather is our #1 priority, 24 hours a day!

At Cox Media Group you will be working for a company with a national footprint and excellent benefits, including 401K and a private pension. Your work environment is our 52,000 square foot content floor at the Dayton Media Center – home to 175 journalists. We also have an on-site gym and cafeteria.

Requirements

Candidates must hold their CBM or be on a path to acquire it within the 2015 calendar year.

Want to know more? Tell us why you're ready to lead. Send a cover letter, resume, and link to your latest work to Caryn.golden@cmgohio.com.

Cox Media Group Ohio/WHIO-TV is an Equal Opportunity Employer

Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Tuesday, June 30, 2015 10:29 AM
To: Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Howard University (Howard University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mary J Brown (Ohio Means Jobs); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Piatt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton)
Subject: Employment Opportunities - Cox Media Group Ohio
Attachments: All_Media_Journalist_I (159398).063015.pdf; Cross_Platform_Team_Writer (159794).063015.pdf; Press_Operator (158539).063015.pdf; Distribution Coordinator-Reporting (159531).063015.pdf

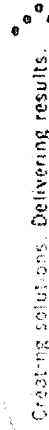
Good Day,

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Jamica Garrison | Human Resources Coordinator
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-6998 | Fax: (937) 225-2153 | Email: Jamica.Garrison@coxinc.com



Newspaper | Television | Radio | Targeted Print & Online Products | Commercial Print | Direct Mail | Digital Ad Services

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ALL MEDIA JOURNALIST I

Nature of Work

Cox Media Group Ohio has one of the most-advanced multi-platform newsrooms in the country (TV, Radio, Newspapers, and Digital) and is seeking a community reporter. The position requires someone proficient at government and investigative reporting who can write stories for print and digital, shoot, edit and front WHIO-TV packages for our **Dayton-Springfield TV audience** and be comfortable contributing on-air voicing for radio. The reporter will join our multi-platform team of **reporters based in Springfield** and cover several local communities. They'll be asked to focus on core topics that our readers have indicated are most important to them: government watchdog for cities and schools, changes in the local economy and job market, events that affect the safety of their families, and the most important news of the day in their communities.

Requirements

- Use research to tailor stories to fit the audience for print, TV, radio and digital.
- Investigate issues affecting local government, economic development and business as well as the institutions themselves.
- Work with digital content staff to create story elements that uniquely engage the digital audience. This may include blogs.
- Use social media to engage the audience and drive people to your stories
- Reporter should be familiar and comfortable with standards for avoiding libel and slander and have a good grasp of Ohio's public records laws.
- Ability to work in high-energy, fast-paced environment and be committed to learning throughout their careers.

Education/Experience

- Bachelor's degree in Journalism or related field
- One year or more of related experience
- A portfolio of work that shows good work in reporting, writing and some evidence of ability to shoot video and photos and use social media to get and transmit information.
- Genuine interest in story-telling of all kinds.
- Work is expected to be accurate and complete according to set deadlines.

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 159398

Cox Media Group Ohio is an Equal Opportunity Employer

Open Requisitions - Outreach Program

Req #	Brand	State	City	Posting Status
1513017	CMG Ohio Radio	Ohio	Dayton	Posted
1511104	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1513159	WHIO-TV	Ohio	Dayton	Posted
1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1516019	WHIO-TV	Ohio	Dayton	Posted
1515494	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1514172	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1515672	WHIO-TV	Ohio	Dayton	Posted
1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1516057	WHIO-TV	Ohio	Dayton	Posted
1511574	WHIO-TV	Ohio	Dayton	Posted
1516060	WHIO-TV	Ohio	Dayton	Posted
1515826	CMG Ohio Radio	Ohio	Dayton	Posted
157329	WHIO-TV	Ohio	Dayton	Posted
1514362	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1515824	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
1514730	Cox Media Group Ohio, Inc.	Ohio	Liberty Township	Posted

Associate Editor, Branded Content

Nature of Work

Cox Media Group is seeking an individual with 4-6 years of copywriting, editing and project management experience to oversee the creation and placement of quality branded content to for CMG's advertising/marketing clients. The ideal candidate must be a creative and strategic thinker, have excellent copy editing skills, be results-driven, possess strong communication and research skills, and possess an ability to cover a wide range of B2B and B2C topics. By joining Cox Media Group Ohio you will be part of a team of professionals on the area's most influential media company.

Responsibilities

- Work with clients, media consultants, and marketing agencies to create and produce strategic branded content campaigns across CMG Ohio's owned and operated media properties in support of client marketing goals.
- Quality control: Undertake quality assessment of copy edited content and provide high-level feedback to copy editors and writers.
- Client communication: Participate on client calls and emails to provide editorial guidance and ensure clients expectations are met.
- Develop a freelance network. Identify and engage with qualified and appropriate freelance writers to determine suitability for client content marketing programs. Conduct quality assessment of articles written by freelance writers to ensure client standards have been met. Coach and develop freelance writers on brand alignment and voice.
- Workflow management: Work with Content Services team to ensure consistent and timely delivery of content to clients, adhering to daily, weekly and monthly goals and deadlines.

Requirements

- Excellent editing skills with an exceptional eye for detail
- Ability to adapt to multiple editorial styles depending on each client's needs
- Excellent organizational skills and ability to juggle multiple tasks on deadline
- Ability to develop strong professional relationships with each client's editorial contacts
- Excellent communication skills and ability to effectively deliver constructive feedback
- Self-starter approach to work with an eagerness to consistently meet and exceed objectives and take on more responsibility
- Ability to work collaboratively in a team environment
- Ability to thrive in an entrepreneurial culture
- Familiarity with Microsoft Office, Google apps
- Solid references

Experience

- Bachelor's degree in English, journalism, marketing, communications, or related field or equivalent years of experience
- Knowledge of search engine optimization concepts a plus
- 4-6 years of professional writing and editing experience
- Video production and photography experience valued.

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 1511104

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Junk • Reply • Forward • More • Meeting • Move • OneNote • Tags • Categorize • Follow • Up • Translate • Select • Find • Related • Zoom

Delete • Respond • Move • Actions • Unread • Editing • Zoom

Sent: Thu 10/22/2015 7:33 PM

From: Martinez, Mia (CEI-Atlanta)

To:

Cc:

Bcc: 'career@cedarville.edu'; 'careers@wittenberg.edu'; 'cheryl.krueger@wright.edu'; 'Day-VEST@lycos.com'; 'ddark@beonair.com';
 'Garrison, Jamica (CMG-Dayton)'; 'williams@wiberforce.edu'; 'ldickey1@udayton.edu'; 'joanie.krein@miamijacobs.edu'; 'kslaton@jvsdnti.org';
 'devond@centralstate.edu'; 'MaryJ.Brown@fs.chio.gov'; 'Mitchell, Toni (CMG-Dayton)'; 'mrobinson6@devry.edu'; 'rcabert@an.edu';
 'studentandcommunity@sindair.edu'; 'swaddid@yahoo.com'; 'tommielewis@mpcl.com'; 'withrow1@udayton.edu'

Subject: 10.22.15 - CMG Dayton Open Req's - Outreach Program

Message CMG Dayton Open Req's - Outreach Program 2015-10-22-09-02-13.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

If you become aware of anyone who would be interested in working at our company, please refer them to our website at <http://jobs.coxmediagroup.com/>

Individuals submitting resumes in response to job openings are not considered applications for employment until they have submitted their resume through the Cox Media Career's website and have been invited to complete and have completed an official company on-line application. The company does not undertake any obligation to consider any resume submitted.

We look forward to working with you and thank you in advance for your help. Please do not hesitate to contact us with any questions.

Thank you for your assistance.

Sincerely,
Mia Martinez

Open Requisitions - Outreach Program

Req Title	Req #	Brand	State	City	Posting Status
Anchor - Part Time	1513017	CMG Ohio Radio	Ohio	Dayton	Posted
Associate Editor Branded Cont	1511104	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Full Time Videographer/Editor	1513159	WHIO-TV	Ohio	Dayton	Posted
Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Manager Creative Advertising	1516019	WHIO-TV	Ohio	Dayton	Posted
Marketing Coordinator	1515494	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Marketing Project Manager	1514172	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Multi Media First Responder	1515672	WHIO-TV	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market	1511574	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Radio News Anchor, WHIO (Full Time)	1515826	CMG Ohio Radio	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Social/Mobile Product Manager	1514362	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Assistant Area Manager	1515824	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
General Assignment Reporter	1514730	Cox Media Group Ohio, Inc.	Ohio	Liberty Township	Posted



Reporter I

Come join the best news team in the country!

The Journal-News is looking for strong, passionate and energetic journalists to join our team and Butler County's **#1 source for local news!** We work on the leading edge of news, charting new courses for how journalism is practiced and delivered to our communities. As part of our team, you'll work on the front lines of all four major delivery platforms: TV, Digital, Print & Radio. You'll join a team of more than 200 journalists, working in our state-of-the-art 52,000 square foot Media Center in Dayton and Northern Cincinnati newsroom. And, with Cox Media Group you'll be part of a family-owned company rooted in over 100 years of journalism excellence with operations in many of America's most desirable media markets.

The future of journalism is here, are you ready to join us?

Responsibilities:

Display urgency, tenacity and passion to get the best, most complete content quickly into the digital space and in print by deadline.

- Create breaking news content effectively and communicate to managers as soon as a story is confirmed, and update weather content when weather conditions warrant.
- When the first to arrive on the scene of breaking news, quickly assess the situation, relay information to the assignment desk.
- Generate clean, concise content that is balanced and unbiased, complete, in-depth and dependable, incorporating, where appropriate, a diverse range of sources. Content should not contain errors of fact or judgment.
- Use strong interviewing skills and demonstrate investigative and enterprise-writing skills by utilizing public records and employing strong beat development techniques.
- Demonstrate social media savvy and use technology to file content remotely.
- Are flexible in scheduling because of the changing needs of news events, including working overtime and being on call, and handle other assignments as needed.
- Maintain speed, quality and clarity when writing breaking news, enterprise and daily stories.
- Create multiple news stories per day.
- File reports for radio and digital.

Minimum Qualifications

- Bachelor's degree in Journalism or communication or equivalent years of experience
- At least 3+ years of communication/journalism experience.

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 1514730

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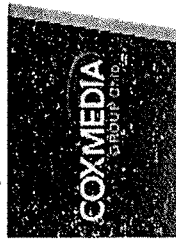
Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Tuesday, September 29, 2015 11:54 AM
To: Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Platt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton); MARY BROWN (MaryJ.Brown@jfs.ohio.gov); studentandcommunity@sinclair.edu
Subject: Employment Opportunities - Cox Media Group Ohio
Attachments: Social_Mobile_Product_Manager (1514362).pdf; FT Videographer (1513159).pdf

Good Day,

Please share these openings with job seekers interested in an opportunity with our company.

Thank you for the referrals!



Jamica Garrison | Human Resources Coordinator

1611 South Main Street | Dayton, Ohio 45409
p: 937-225-6998 | f: 937-225-2153
Jamica.Garrison@coxinc.com



Social/Mobile Product Manager

Nature of Work

Social and Mobile content and revenue are two key factors in any digital news operation and CMG Ohio is no exception. The Social/Mobile Product Manager will be heavily involved with industry trends, technologies, and strategies related to social media (e.g. Facebook, Twitter, Instagram, Pinterest, Periscope, Google+, etc.) as well as mobile (e.g. Phones, Tablets, Apps, Responsive Design strategy, audience wants/needs for mobile, etc.). With traffic to news sites increasingly coming from social media via mobile devices, it is critical to understand their relationship to journalism to inform strategy and execution.

Requirements

- Build and execute social media strategy through research, audience identification, platform determination, and the journalism and business goals of CMG Ohio
- Set up, manage, and optimize company pages within each social platform to increase the visibility of company's social content
- Continuously improve social media strategy for the company by capturing and analyzing the appropriate data/metrics, insights, best practices, and then communicating findings with the company
- Develop and implement social media content; identify new opportunities in social media; help to create CMGO content social media standards and ensure appropriate execution
- Lead and collaborate with other departments in CMG Ohio and other CMG locations to manage reputation, identify key contacts, and coordinate actions on both a local and corporate level
- Define product requirements for new products (e.g. apps, websites, tools, devices, etc.) based on industry trends, company goals, data/metrics, and internal discuss
- Actively participate in and organize product QA (Quality Assurance) reviews for any new or updated product prior to release
- Complete regular product performance summaries and distribute appropriately within the company, identifying successes, challenges, and recommendations
- Take an active role in organizing/completing training of various products, tools, processes, etc. for all departments in the company
- Ability to work in high-energy, fast-paced environment
- Maintain a high degree a familiarity with major social media networks and apps, including: Facebook, Twitter, Instagram, Pinterest, Google+, and anything else that may become popular
- Train others on mobile and social media best practices, including content strategy, optimization, best practices and tease writing
- Work with content teams to ensure immediate social and mobile presence during breaking news and severe weather
- Identify and implement sales and marketing opportunities
- Identify mobile-first and social-first events and opportunities, and create strategies for maximizing value

Education/Experience

- Bachelor's degree or equivalent experience
- At least 2 years content creation or optimization experience

- Ability to write and edit and present copy to CMGO standards
- Knowledge of AP style
- Ability to work nights, weekends and holidays as necessary
- Results-Oriented approach with a proven track record

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code:
1514362

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Open Requisitions - Outreach Program

Requisition Title	Req #	Brand	State	City	Posting Status
Anchor - Part Time	1513017	CMG Ohio Radio	Ohio	Dayton	Posted
Associate Editor Branded Cont	1511104	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Full Time Videographer/Editor	1513159	WHIO-TV	Ohio	Dayton	Posted
Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Manager Creative Advertising	1516019	WHIO-TV	Ohio	Dayton	Posted
Marketing Coordinator	1515494	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Marketing Project Manager	1514172	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Multi Media First Responder	1515672	WHIO-TV	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market	1511574	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Radio News Anchor, WHIO (Full Time)	1515826	CMG Ohio Radio	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Social/Mobile Product Manager	1514362	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Assistant Area Manager	1515824	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
General Assignment Reporter	1514730	Cox Media Group Ohio, Inc.	Ohio	Liberty Township	Posted



MARKETING PROJECT MANAGER

Job Summary

Accountable for and manages the development, implementation, accountability and ongoing maintenance of projects for the marketing department assigned directly by the Vice President of Marketing. These projects could involve multiple departments and personnel both locally and at the corporate office level. Could be complex in scope. In addition some administrative work could be included. This is accomplished through:

- Creation of action plans
- Development of internal documents with deadlines
- Pushing through a complex organization by ensuring all parties complete deliverables on time
- Coordination of subject experts, training, communication and other resources as needed

Major Duties and Responsibilities

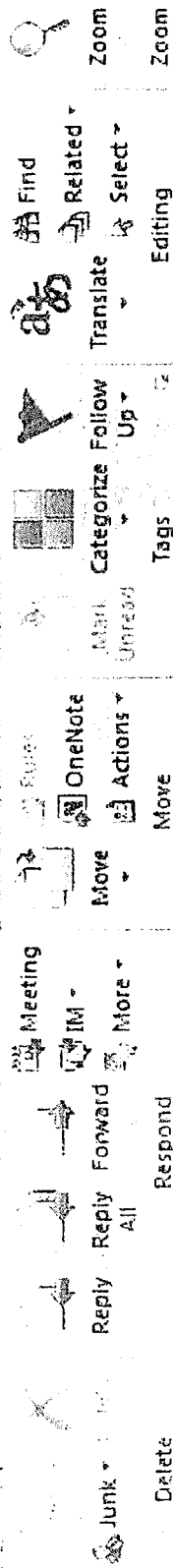
- Producing a plan that will be the base document to define roles, responsibilities, deliverables, and milestones
- Ongoing management of project(s) and maintenance of the plan(s), activities and other reporting documentation for small to medium sized projects
- Leading/participating in meetings at the operational and project level
- Providing continuous feedback on project status
- Offering constructive options to ensure project(s) track to original expectations
- Identifying resources and/or scheduling conflicts
- Functioning as an escalation point to keep all parties aware of overall project impact, and facilitating management decisions at the earliest possible time
- Initial drafting of internal/external communications
- Designing, implementing and evaluating marketing plans for online/mobile initiative, including launches, redesigns, and product improvements.
- Expertise in project management discipline and techniques
- Ability to lead and motivate cross-functional, highly-matrixed teams and interact with all levels
- Ability to be flexible, follow tight deadlines, organize and prioritize work
- Strong verbal and writing skills
- Strong team building skills

Qualifications

- 3 - 5 years related work experience
- Proven track record meeting project dates
- Bachelor's degree or equivalent year of experience

Preferred

- Microsoft Project and or/Basecamp



Sent: Thu 10/22/2015 7:33 PM

From: Martinez, Mia (CEI-Atlanta)
To:
Cc:
Bcc:
Subject: 10.22.15 - CMG Dayton Open Reqs - Outreach Program

CMG Dayton Open Reqs - Outreach Program 2015-10-22-09-02-13.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

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We look forward to working with you and thank you in advance for your help. Please do not hesitate to contact us with any questions.

Thank you for your assistance.

Sincerely,
Mia Martinez

Open Requisitions - Outreach Program

Req Title	Req #	Brand	State	City	Posting Status
Anchor - Part Time	1513017	CMG Ohio Radio	Ohio	Dayton	Posted
Associate Editor Branded Cont	1511104	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Full Time Videographer/Editor	1513159	WHIO-TV	Ohio	Dayton	Posted
Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Manager Creative Advertising	1516019	WHIO-TV	Ohio	Dayton	Posted
Marketing Coordinator	1515494	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Marketing Project Manager	1514172	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Multi Media First Responder	1515672	WHIO-TV	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516052	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market	1511574	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Radio News Anchor, WHIO (Full Time)	1515826	CMG Ohio Radio	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Social/Mobile Product Manager	1514362	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Assistant Area Manager	1515824	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
General Assignment Reporter	1514730	Cox Media Group Ohio, Inc.	Ohio	Liberty Township	Posted



MARKETING COORDINATOR

JOB SUMMARY:

The marketing coordinator is responsible for providing execution support for a wide variety of marketing initiatives on the events, community outreach and promotions team. The position will act as a liaison in the marketing department with internal client groups including sales and content to handle details to ensure the on-time and on-target delivery of marketing support. The position requires an individual with exceptional project management, customer service and problem-solving skills, a strong attention to detail and follow through, excellent interpersonal skills (written and verbal) and the ability to manage a wide variety of marketing execution tasks under deadline. The marketing coordinator will also provide back up support for the execution of contests, events, ad trafficking and scheduling, and other administrative functions within the department.

- Assists marketing specialists and managers to execute details of numerous consumer contests, B2C events, marketing campaigns and promotional partnerships - all requiring an attention to detail and the ability/willingness to communicate to/with key constituents
- Contest fulfillment and prize management for departmental promotions
- Tracking of tickets and prizes that come into the department
- Creation and maintenance of departmental calendar to include all events, promotions, and major sponsorships
- Manage ordering all promotional materials for the marketing department and street team efforts
- Maintain prize winner database
- Serves as primary back up to related functions for the department

QUALIFICATIONS

- Associates degree required (marketing, business, communications or a related field)
- 3 years of marketing and project management experience
- Strong project management skills needed. Accountable for quality of outcome
- Proficient in Microsoft office including excel, word, and power-point
- Experience with Photoshop preferred
- Highly creative, yet detail oriented
- Positive attitude with the ability to work in a team setting and willingness to assist whenever needed to get the job done
- Excellent interpersonal, organizational, verbal and written communication skills
- Strong customer service skills required

Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Tuesday, September 29, 2015 11:54 AM
To: Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Platt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton); MARY BROWN (MaryJ.Brown@jfs.ohio.gov); studentandcommunity@sinclair.edu
Subject: Employment Opportunities - Cox Media Group Ohio
Attachments: Social_Mobile_Product_Manager (1514362).pdf; FT Videographer (1513159).pdf

Good Day,

Please share these openings with job seekers interested in an opportunity with our company.

Thank you for the referrals!



Jamica Garrison | Human Resources Coordinator

1611 South Main Street | Dayton, Ohio 45409
p: 937-225-6998 | f: 937-225-2153
Jamica.Garrison@coxinc.com

Open Requisitions - Outreach Program

Requisition	Req #	Brand	State	City	Posting Status
Anchor - Part Time	1513017	CMG Ohio Radio	Ohio	Dayton	Posted
Associate Editor Branded Cont	1511104	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Full Time Videographer/Editor	1513159	WHIO-TV	Ohio	Dayton	Posted
Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Manager Creative Advertising	1516019	WHIO-TV	Ohio	Dayton	Posted
Marketing Coordinator	1515494	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Marketing Project Manager	1514172	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Multi Media First Responder	1515672	WHIO-TV	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market	1511574	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Radio News Anchor, WHIO (Full Time)	1515826	CMG Ohio Radio	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Social/Mobile Product Manager	1514362	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Assistant Area Manager	1515824	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
General Assignment Reporter	1514730	Cox Media Group Ohio, Inc.	Ohio	Liberty Township	Posted



FULL TIME VIDEOGRAPHER/EDITOR II

Requirements / Responsibilities

- Proficient in use of ENG camera and non-linear video editing
- Working competency in use of field lighting
- Working competency in use of ENG microwave vehicle
- Some working knowledge in use of bonded cellular transmitter (Live U)
- Working competency in use of DSLR
- Works independently with some supervisor oversight
- Ability to use Photoshop or similar picture editing software
- Ability to navigate newspaper budget lines and write picture captions
- Routinely identifies the best video and still images to use on air and for digital
- Takes care in editing to make sure audio and video match copy
- Communicates well with newscast producers and EPs

Education / Experience

- Must possess a valid driver's license with a good driving record
- 5 + years of experience in a medium-large market new gathering organization
- Degree in photojournalism is a definite plus

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 1513159

Cox Media Group Ohio is an Equal Opportunity Employer

Open Requisitions - Outreach Program

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Associate Editor-Branded Cont	1511104	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Promotions Producer

WHIO-TV Promotion Writer/Producer

WHIO-TV, the number one CBS affiliate in the country, is seeking a Writer/Producer and skilled marketer to create compelling spots and campaigns that drive audiences across our TV, radio, newspaper and digital platforms. Candidate must be a strong copywriter, a creative editor, and DSLR videographer who can produce a spot from beginning to end, and work well independently. Must be detail-oriented, have strong organizational skills, and be highly collaborative. If you're a news junkie with excellent production skills send your resume and a link to your demo to...

Responsibilities include:

- Writing/producing early evening and late news topicals
- DSLR videography
- Non-linear editing
- PSA video production
- TV News Image promotion as needed
- Cross-platform writing for social and print marketing
- Typical work hours weekdays 2pm-11pm

Qualifications:

- Bachelor's degree in Marketing, Journalism, Media Production or equivalent years of experience
- Minimum 2 years television marketing or video production experience
- Excellent problem solving, communication skills both oral and written
- Ability to work in a fast-paced deadline-driven environment



Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc

career@cedarville.edu; careers@wittenberg.edu; cheryl.kueper@wright.edu; Day-VEST@vccs.com; ddark@sonar.com; Garrison, Jessica (CMG-Dayton); hwilliams@wittenberg.edu; iddcey1@dayton.edu; joanne.krein@miamiacobs.edu; kslaton@jvsomb.org; klevond@centralstate.edu; lghart@an.edu; Mary.Acklin@fs.ohio.gov; Mitchell, Toni (CMG-Dayton); MWeber@delvry.edu; studentandcommunity@sonar.edu; swackled@yahoo.com; tommelewis@mbdc.com; twithrow1@dayton.edu

Message

CMG Dayton TV & Radio - Outreach Program 2015.12.31-09-04.42.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

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Thank you for your assistance.

Sincerely,

Mia Martinez

Open Requisitions - Outreach Program

Req #	Reg #	Brand	State	City	Posting Status
Account Executive	1517075	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Anchor, Part Time	1518261	CMG Ohio Radio	Ohio	Dayton	Posted
Clerical Admin	1519230	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Audience Specialist	1519539	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Managing Editor WHIO-TV	1518260	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Videographer/Editor	1517032	WHIO-TV	Ohio	Dayton	Posted
Producer	1519617	WHIO-TV	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517128	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Media)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Sales Coordinator I	1515238	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Social Media & Digital Services Sales Specialist	1517611	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Studio Technician- Part Time	1519547	WHIO-TV	Ohio	Dayton	Posted
Traffic Assistant CMGO	1517073	WHIO-TV	Ohio	Dayton	Posted
Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



Sales Coordinator

Nature of Work

- Supports Media Consultant to maximize revenue potential and delivery for each account and for the company.
- Primary responsibility is to prepare Media Consultants so that they can maximize their field time. This is achieved by coordinating full client proposals including but not limited to pre-sales work and prospecting.
- Manages the day-to-day interaction with Media Consultants and clients including account set-up/maintenance, coordinating creative and handling billing issues.
- Works with centralized ad operations, marketing and research teams to ensure client success.
- Enjoys building advertiser relationships while working in a collaborative sales environment

Experience/Education

- Associate's degree or equivalent experience in a related field or prior advertising experience
- Excellent computer skills including MS Word, Excel and MS PowerPoint.
- Results driven and highly accountable
- Ability to excel in a fast paced environment and able to handle multiple projects simultaneously
- Must be able to work independently but also effectively as a part of a team
- Excellent organization, problem-solving and communication skills both oral and written.
- A strong desire and ability to work in a highly collaborative sales environment

If you are interested please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx> -
Job Code 1518625.

Cox Media Group Ohio is an Equal Opportunity Employer



Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc 'career@cedarville.edu'; 'careers@wittenberg.edu'; 'cheryl.krueger@wright.edu'; 'Day-VEST@lycos.com'; 'ddark@beonair.com'; 'Garrison, Janica (CMG-Dayton)'; 'hwilliams@wibforce.edu'; 'Jadicy1@dayton.edu'; 'joanne.krein@mismijacobs.edu'; 'kslaton@ivsonb.org'; 'levond@centralstate.edu'; 'lgart@an.edu'; 'Mary.Applin@fs.ohio.gov'; 'Mitchell, Toni (CMG-Dayton)'; 'NWeber@edery.edu'; 'studentandcommunity@sindair.edu'; 'swackcd@yahoo.com'; 'tommielewis@mpdc.com'; 'twitrow1@dayton.edu'

Message

CMG Dayton TV & Radio - Outreach Program 2015-12-31-09-04-42.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

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Sincerely,

Mia Martinez

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Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Media)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Sales Coordinator I	1515238	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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If you are interested please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx> -
Job Code 1515238.

Cox Media Group Ohio is an Equal Opportunity Employer

Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

5 <<

career@cedarville.edu; careers@wittenberg.edu; cheryl.krueger@wright.edu; DayWest@lycos.com; ddart@beonar.com; Garrison, Jenica (CMG-Dayton); Idickey1@dayton.edu; joanne.krein@miamijacobs.edu; isolation@vscmb.org; Idavond@centralsate.edu; lghart@an.edu; Mary.Accin@jfs.ohio.gov; Mitchell, Toni (CMG-Dayton); mlyeber@devry.edu; studentandcommunity@snyder.edu; swackod@yahoo.com; tommelewis@midc.com; twitrow1@dayton.edu

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Digital Vendor Fulfillment Specialist

Nature of Work

This role will serve as the primary point of contact handling the unique nature of execution for the large variety of digital vendors that we work with.

This position will work closely with the GSMs as well as the Digital Operations/Training Leads to ensure that the mix is communicated and trained consistently with the sales staff.

This role will streamline execution and accelerate the confidence in go-to-market strategies improving output across the sales organization.

Responsibilities

- Liaison between Sales/Operations on all digital vendor relationships
- This role will serve as the Subject Matter Expert (SME) as it relates to fulfillment of key products and development of SOPs for each vendor
- This person will serve as the primary point of contact for all vendor related issues, i.e., troubleshooting, communication, fulfillment issues
- Proactive in communicating to the Digital team new vendors and the supporting SOPs for each.

Experience/Education

- Bachelor's degree or equivalent experience and a minimum of 3 years of experience in a digital environment
- Process oriented with systems knowledge
- Strong organization and communication skills
- A strong desire to work in a highly collaborative sales environment
- Ability to manage multiple daily tasks
- Flexibility to work in a rapidly changing environment
- Self-motivated and ability to work well under pressure
- Strong focus on teamwork and ability to manage relationships across multiple departments
- Results oriented with great attention to detail
- Able to apply creative thinking and exceptional problem solving skills



Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

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Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



Digital Audience Specialist I

Key Requirements

- Curate and present digital-first content so that it appeals to an increasingly mobile and social audience
- Identify and implement compelling ways to feature content on mobile site and app, with a focus on the relationship between social and mobile
- Work with Content teams to ensure immediate social media and mobile presence (SMS, push alerts, apps) during breaking news and severe weather, assisting as necessary
- Identify mobile-first events and content that are prime opportunities to engage audiences via mobile devices
- Demonstrate ability to generate digital graphics and work in video editing
- Ability to work in a high-urgency environment that sometimes can become noisy and chaotic
- Employ news judgment to select brand-appropriate content for all CMGO platforms
- Review and analyze metrics to inform daily content and strategy decisions
- Optimize all content (stories, video, photos, live streams, etc.) for maximum search engine reach and social media referrals
- Generate ideas and create content (news bursts, blogs, polls, photo galleries, video, quizzes, etc.) to grow visits across all platforms
- Write clear and compelling headlines, teasers, news bursts and social media posts
- Effectively and regularly communicate and collaborate with colleagues, managers and other stakeholders across department
- Demonstrate ability to be flexible and work in high-energy fast-paced environment
- Proactively solve problems and help others find solutions when needed
- Stay current on digital audience, technology and advertising trends to help drive business development
- Utilize strong presentation skills (PowerPoint, Word, etc.) - must be able to present in front of groups when needed
- Handle other assignments as needed, showing flexibility and adaptability

Minimum Requirements

- Bachelor's degree in relevant discipline or equivalent experience
- Minimum 1 year of social media experience with proven track record
- Excellent communication and presentation skills, both verbal and written
- Ability to support a 24/7 operation-including nights, overnights and weekends

14:49:25

Receipt No

Advertising COX Ohio Publishing Receipt

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

Acct 017120C
Phone 9372252107
E-Mail
Client

City DAYTON
Caller: Shari Sine

State OH Zip 45402

Ad Name 17443799A
Ad Id 17443799

Reply Request
Standby Type

Start 01/08/16
Class 2115
Copy Line Digital Audience Spec I
Editions WEBC/SKYW/

Issues 1
Rate CCPRO
Rep MISC ACCOUNTS

Stop 01/08/16
Pay Type BI
Colors 0
Tear sheets

Earliest Production Deadline: 01/10/2016

Lines.....	91
Depth.....	7.45
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

COX MEDIA GROUP HAS
DIGITAL AUDIENCE
SPECIALISTS

As a result of our recent acquisition of the Digital Audience Specialists, we are now able to provide our clients with a more comprehensive and accurate view of their audience. This will allow us to better serve our clients and ensure that their advertising is reaching the right people at the right time.

Our new Digital Audience Specialists will be working closely with our existing sales and service teams to ensure that our clients receive the best possible results from their advertising. We are confident that this new addition to our team will help us to grow our business and provide our clients with the highest quality service.

We are excited to announce that our new Digital Audience Specialists will be joining our team in the near future. We look forward to working with you and ensuring that your advertising is reaching the right people at the right time.

To get the full picture of our new Digital Audience Specialists, please contact us at [phone number] or visit our website at [website address].

Ad shown is not actual print size

11:11:47

Receipt 110

Advertising COX Ohio Publishing Receipt

Acct 017120C
Phone 9372252107
E-Mail
Client

Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****

City DAYTON
Caller: Shari Sine

State OH Zip 45402

Ad Name 17451918A
Ad Id 17451918

Reply Request
Standby Type

Start 01/11/16
Class 2115
Copy Line Digital Audience Spec I
Editions DDLY/NDLY/SHJN/WEBC G. D. #

Issues 11
Rate CCPRO
Rep MISC ACCOUNTS

Stop 01/21/16
Pay Type BI
Colors 0
Tear sheets

Earliest Production Deadline: 01/10/2016

Lines.....	98
Depth.....	8.06
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

COX MEDIA GROUP HAS

RECEIVED JAN 11 2016

RECEIVED

COX MEDIA GROUP HAS
RECEIVED JAN 11 2016
RECEIVED

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RECEIVED

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RECEIVED

RECEIVED

RECEIVED

Ad shown is not actual print size



Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc: careers@cedarville.edu; careers@wittenberg.edu; cheryl.krueger@wright.edu; Day-VEST@tycos.com; ddark@seconer.com; Garrison, Janice (CMG-Dayton); Williams@villberforce.edu; Idickel1@dayton.edu; yvonne.krein@miamijacobs.edu; tsalat@vyscom.org; ldevond@centralstate.edu; lghartman.edu; Mary.Austin@jfs.ohio.gov; Mitchell, Toni (CMG-Dayton); MWeber@dayton.edu; studentandcommunity@sindair.edu; swarickd@yahoo.com; tommyelewis@mpdc.com; twthrow1@dayton.edu

Message

CMG Dayton TV & Radio - Outreach Program 2015-12-31-09-04-42.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet

If you become aware of anyone who would be interested in working at our company, please refer them to our website at <http://jobs.coxmediagroup.com/>

Individuals submitting resumes in response to job openings are not considered applications for employment until they have submitted their resume through the Cox Media Career's website and have been invited to complete and have completed an official company on-line application. The company does not undertake any obligation to consider any resume submitted.

We look forward to working with you and thank you in advance for your help. Please do not hesitate to contact us with any questions.

Thank you for your assistance.

Sincerely,
Mia Martinez

Open Requisitions - Outreach Program

Req #	Req Title	Brand	State	City	Posting Status
1517075	Account Executive	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1518261	Anchor, Part Time	CMG Ohio Radio	Ohio	Dayton	Posted
1519230	Clerical Admin	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1519539	Digital Audience Specialist	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1517605	Digital Vendor Fulfillment Specialist	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1512835	Inside Sales Acct Manager	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1518260	Managing Editor WHIO-TV	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1518220	Part Time Board Operator	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1510358	Part Time Street Team Member	CMG Ohio Radio	Ohio	Dayton	Posted
1517032	Part Time Videographer/Editor	WHIO-TV	Ohio	Dayton	Posted
1519617	Producer	WHIO-TV	Ohio	Dayton	Posted
1516057	Producer/Editor/Videographer-CMG Ohio	WHIO-TV	Ohio	Dayton	Posted
1516060	Promotion Producers-CMG Ohio	WHIO-TV	Ohio	Dayton	Posted
1517198	Promotions Manager	WHIO-TV	Ohio	Dayton	Posted
157329	Reporter, WHIO-TV	WHIO-TV	Ohio	Dayton	Posted
1516367	Research Analyst II (Media)	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1515238	Sales Coordinator I	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1518012	Security Officer	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1517611	Social Media & Digital Services Sales Specialist	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
1519547	Studio Technician- Part Time	WHIO-TV	Ohio	Dayton	Posted
1517073	Traffic Assistant CMGO	WHIO-TV	Ohio	Dayton	Posted
1519104	Dispatcher	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
155728	Machine Operator	CMG Newspaper Shared Services	Ohio	Franklin	Posted
1414085	Packaging Associate - Day Shift	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
142038	Part Time Packaging Associate	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
158539	Press Operator-Union	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



OUTSIDE MEDIA CONSULTANT

Summary

The Outside Sales Media Consultant is responsible for developing client relationships by creating marketing solutions and executing them from the initial planning stage to presentation, implementation and follow up. Priorities of this position include continuous account development and new business account development through aggressive sales strategy including thorough needs analysis utilizing the full line of Cox Media Group Ohio products including Radio, Digital, Television, Print, and other niche product opportunities to grow market share. This position will report directly to a Local Sales Manager.

Responsibilities

- Determines advertising campaign requirements by utilizing product and service knowledge including thorough understanding of radio, digital, marketing research, media capabilities and audience characteristics
- Identifies current and future customer service requirements by establishing rapport with actual and potential customers
- Helps customer develop and maximize advertising budget by conferring with key stakeholders (management, designers, media specialists) to develop the optimal media solution
- Obtains client acceptance by developing campaign strategy and presenting multimedia solutions and implements campaigns by negotiating and authorizing contracts
- Evaluates and adjusts/redirects campaigns by studying and analyzing results and recommending future direction
- Develops new business contacts and opportunities through networking, territory mining and referrals
- Prepares reports for customers by collecting, analyzing and summarizing information and trends
- Responsible for reaching monthly revenue goals
- Maintains professional knowledge by attending educational workshops, reviewing professional publications, establishing professional networks and participating in professional associations
- Contributes to the company team effort by accomplishing related results as needed

Education/Experience

- Sales experience with a track record of success
- Attention to detail
- Multimedia sales experience preferred
- Bachelor's degree preferred with emphasis on marketing, management or communications
- At least three years of successful sales experience required with strong emphasis in business-to-business sales
- Excellent communication and presentation skills
- Excellent customer service skills
- General business understanding of marketing and pricing models
- Proposal development and negotiating skills
- Strong computer skills including Excel, PowerPoint, Word and Outlook and a strong understanding of the Internet and online sales opportunities
- Ability to think creatively with good time management and teamwork skills

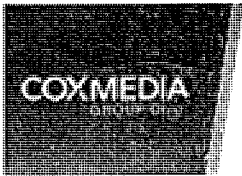
Garrison, Jamica (CMG-Dayton)

From: Garrison, Jamica (CMG-Dayton)
Sent: Friday, September 18, 2015 11:40 AM
To: Beth Robinson (DeVry Inst of Tech); Cheryl Krueger (WSU-Career Services); Garrison, Jamica (CMG-Dayton); Gary James (Ohio Center for Broadcasting); Hila Williams (Wilberforce University); Irene Dickey; Joanie Krein (Miami Jacobs College); Kenny Pyles (Intl Col of Broadcasting); Kim Slaton (Jewish Vocational Services); Lesa Devond (Central State University); Lew Gibbs (Cedarville University); Mary J Brown (Ohio Means Jobs); Mitchell, Toni (CMG-Dayton); Mr. Davis (DAY-VEST); Robin Piatt (Kent State); Rolnecia Albert (American National University); Teresa Cantrell (Wittenburg University); Theresa Withrow - UD; Tommie Lewis (OFIC); Webb, Michael (CMG-Dayton); Woods, Damon (CMG-Dayton); studentandcommunity@sinclair.edu
Subject: Employment Opportunity - Cox Media Group Ohio
Attachments: Inside_Sales_Acct_Manager (1512835) 091815.pdf

Good Day,

Please share this with job seekers interested in an opportunity with our company.

Thank you for the referrals!



Jamica Garrison | Human Resources Coordinator

1611 South Main Street | Dayton, Ohio 45409
p: 937-225-6998 | f: 937-225-2153
Jamica.Garrison@coxinc.com



INSIDE SALES ACCOUNT MANAGER

Nature of Work

The Inside Sales Media Consultant is responsible for developing existing and new client relationships. This role will work primarily with incoming transient accounts, as well as Monster fulfillment and additional support for the recruitment team. This role will have several key functions within the Inside Sales Team by using sales skills, customer service skills and ad order entry/support skills working with the team to achieve monthly goals. The Inside Media Consultant will report directly to the Inside Sales Manager.

This position will be a base salary with a quarterly incentive plan.

Essential Duties & Responsibilities

- Develop and grow opportunities for new business, inactive accounts and transient accounts.
- Utilizing targeted sales lists and competitive products, this role will sell Cox Media Group suite of products with particular emphasis on specific products/projects/sales initiatives that include:
 - Monster.com
 - AfterCollege
 - DMC Videos
 - CMGO Digital suite of products
 - TV
 - Radio
- Will be responsible for the Recruitment Web Order Entry ad processing
- Will support the other recruitment media consultants with order processing, Monster fulfillment and other support duties as necessary.
- Responsible for reaching monthly core and digital goals.

Qualifications

- Strong phone sales skills required
- Ability to type 40wpm
- Excellent presentation skills (verbally and written)
- Outstanding customer service skills
- Contract negotiation
- Excellent time management, multi-tasker and teamwork capabilities
- Computer skills including Microsoft Office (Excel, PowerPoint, Word)

Education & Business Experience

- Bachelor's degree preferred or equivalent work experience
- 2+ years of phone sales experience
- Media sales experience a plus

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Use Job Code: 1512835

Cox Media Group Ohio is an Equal Opportunity Employer



COX MEDIA
GROUP Ohio



Inside Sales Account Manager - Recruitment Advertising

Cox Media Group Ohio is the area's leading single, integrated media organization. This organization is comprised on WHIO-TV's Channel 7, the Dayton Daily News, Springfield News-Sun, Journal-News, Cox Ohio's Southwestern Ohio weekly newspapers, our commercial printing and mail operations, and Cox radio stations in Dayton (WHIO AM and FM, WHKO and WZLH). Cox was started in 1898 by Governor James M. Cox. Cox Media Group Ohio is a unit of Cox Enterprises.

This Inside Sales position requires a candidate with strong sales and customer service skills, acumen for business development, proven success with cold calling/outbound sales and a strong emphasis on solution based selling.

The Inside Sales Account Manager is responsible for developing existing and new client relationships. This role will work primarily with incoming transactional accounts, as well as Monster.com contract fulfillment and additional support for the recruitment advertising team. This role will have several key functions within the Inside Sales Team by using sales skills, customer service skills and support to work with the team to achieve monthly goals. The Inside Media Consultant will work as part of a sales team and report directly to the Inside Sales Manager.

Knowledge, Skills & Abilities Required

- Strong phone sales skills required
- Ability to type 40wpm
- Excellent presentation skills (verbally and written)
- Outstanding customer service skills
- Contract negotiation
- Excellent time management, multi-tasker and teamwork capabilities
- Computer skills including Microsoft Office (Excel, PowerPoint, Word)

Essential Duties Responsibilities

- Develop and grow opportunities for new business, inactive accounts and transactional accounts.
- Utilizing targeted sales lists and competitive products, this role will sell the Cox Media Group suite of products with particular emphasis on recruitment clients.
- Will be responsible for the Recruitment Web Order Entry ad processing
- Will support the other recruitment media consultants with order processing, Monster fulfillment and other support duties as necessary.
- Responsible for reaching monthly core and digital goals.

Education & Business Experience

Bachelor's degree preferred or equivalent work experience
2+ years of phone sales experience
Media sales experience a plus

IF YOU ARE INTERESTED, PLEASE APPLY AT

**[http://www.coxenterprises.com/careers/
search-jobs.aspx](http://www.coxenterprises.com/careers/search-jobs.aspx)**

Use Job Code: 1512835





Mon 1/4/2016 2:11 PM



Martinez, Mia (CEL-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc

'career@cedarville.edu'; 'careers@wittenberg.edu'; 'cheryl.trueger@wright.edu'; 'Day-VEST@lycos.com'; 'ddark@beconet.com'; 'Garrison, Janica (CMG-Dayton); 'hwilliams@wittenberg.edu'; 'jdickey1@dayton.edu'; 'joanne.kren@miamijacobs.edu'; 'klatam@physcont.org'; 'kdevond@centralstate.edu'; 'lghart@an.edu'; 'Mary.Appel@fs.ohio.gov'; 'Mittchell, Toni (CMG-Dayton); 'myrieber@derry.edu'; 'studentandcommunity@sander.edu'; 'swackisd@yahoo.com'; 'tommelewis@mpidc.com'; 'twthrow1@dayton.edu'

Message

CMG Dayton TV & Radio - Outreach Program 2015-12-31-09-04-42.xls

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Thank you for your assistance.

Sincerely,

Mia Martinez

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Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Videographer/Editor	1517032	WHIO-TV	Ohio	Dayton	Posted
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Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Media)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Sales Coordinator I	1515238	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
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OUTSIDE MEDIA CONSULTANT

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- Ability to think creatively with good time management and teamwork skills



Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc 'career@cedarville.edu'; 'careers@wittenberg.edu'; 'cheryl.truog@wright.edu'; 'Day-VEST@yrcos.com'; 'ddark@beonair.com'; 'Garrison, Janica (CMG-Dayton)'; 'hwilliams@wibterforce.edu'; 'iddey1@udayton.edu'; 'joanne.krein@miamijobops.edu'; 'kaleton@vyscrrb.org'; 'ldevond@centraleducation.edu'; 'lghart@ean.edu'; 'Mary.Applin@fhs.ohio.gov'; 'MWeber@devry.edu'; 'studentandcommunity@sandak.edu'; 'swackdad@yahoo.com'; 'tommielewis@mpidc.com'; 'twthrow1@udayton.edu'

Message

CMG Dayton TV & Radio - Outreach Program 2015-12-31-09-04-42.xls

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Thank you for your assistance.

Sincerely,
Mia Martinez

Open Requisitions - Outreach Program

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Digital Audience Specialist	1519539	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
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Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



Security Guard

Nature of Work

Media Center security carries out daily duties and responsibilities to maintain a safe and secure work environment for CMG Ohio. The position will assist in emergency situations that may involve immediate decision-making, discretion, and good judgment; perform daily fire protection rounds and monthly equipment inspections. He/She will have contact with visitor's in-person and by phone requiring customer service skills. The ability to maintain confidential information is a must. The qualified candidate will also assist security/facilities managers as needed.

Responsibilities

- Monitor CCTV to ensure employee and property safety, to include offsite security surveillance
- Monitor building security access control
- Written incident reports and investigation
- Provides building security; locks and unlock doors as scheduled and security check tours
- Escorts employees to cars as needed
- Greet employees, customers and vendors
- Performs other related duties as assigned

Education/Experience/Skills

- Strong interpersonal communication skills required
- Strong organization skills required
- Personable; positive attitude
- Excellent written and verbal communication skills
- Acts with a sense of urgency
- Customer service oriented
- Must be punctual, motivating, accessible, approachable and interactive during floor time
- Ability to work with diverse groups and special populations
- Good working knowledge of computers; Microsoft Office Products & Network Internet
- High school diploma with a minimum of 2 years' experience preferred

If you are interested, please apply at <http://www.coxenterprises.com/careers/search-jobs.aspx>

Cox Media Group Ohio is an Equal Opportunity Employer



Thu 2/4/2016 7:22 PM

Martinez, Mia (CEI-Atlanta)

02.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc

career@cedarville.edu; careers@wittenberg.edu; cheryl.krueger@wright.edu; ddark@beonair.com; hwilliams@wiberforce.edu; tdickey1@udayton.edu; joanie.kren@miamijacobs.edu; kolaton@vscni.org; devond@centralstate.edu; ighart@en.edu; Mary.Apple@fs.ohio.gov; MWeber@devry.edu; studentandcommunity@sindair.edu; swackba@yahoo.com; twthrow1@udayton.edu

Message

CMG Dayton TV & Radio - Outreach Program 2016-02-04-09-01-50.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

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Sincerely,

Mia Martinez

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Account Executive	1517075	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
All Media Journalist I	150373	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Audience Specialist	1519539	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Sales Specialist I	160775	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Vendor Fulfillment Specialist	1517605	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Managing Editor WHIO-TV	1518260	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Board Operator	1517689	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Producer	1519617	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market, WHIO-TV	160371	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter	160370	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Entry Level)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Social Media & Digital Services Sales Specialist	1517611	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Studio Technician- Part Time	1519547	WHIO-TV	Ohio	Dayton	Posted
Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



Reporter I

Come join the best news team in the country!

WHIO-TV is looking for strong, passionate and energetic journalists to join the **#1 ranked CBS affiliate in America** and the home of the nation's highest rated newscasts! We work on the leading edge of news, charting new courses for how journalism is practiced and delivered to our communities. As part of our team, you'll work on the front lines of all four major delivery platforms: TV, Digital, Print & Radio. You'll join a team of more than 200 journalists, working in our state-of-the-art 52,000 square foot newsroom. And, with Cox Media Group you'll be part of a family-owned company rooted in over 100 years of journalism excellence with operations in many of America's most desirable media markets.

Responsibilities:

- Display urgency, tenacity and passion to get the best, most complete content quickly into the digital space and on TV by deadline.
- Create breaking news content effectively and communicate to managers as soon as a story is confirmed, and update weather content when weather conditions warrant.
- When the first to arrive on the scene of breaking news, quickly assess the situation, relay information to the assignment desk.
- Generate clean, concise content that is balanced and unbiased, complete, in-depth and dependable, incorporating, where appropriate, a diverse range of sources. Content should not contain errors of fact or judgment.
- Use strong interviewing skills and demonstrate voice and/or script-writing skills by providing live and/or recorded content for use on radio.
- Demonstrate social media savvy and use technology to file content remotely.
- Are flexible in scheduling because of the changing needs of news events, including working overtime and being on call, and handle other assignments as needed.

Additional Requirements

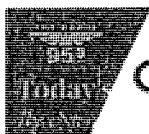
- Report regularly on breaking and developing weather events and their aftermath.
- Maintain speed, quality and clarity on air while describing breaking news.
- Create multiple news stories per day.
- File reports for radio and digital.
- Pleasant-speaking voice with clear articulation.

Minimum Qualifications

- Bachelor's degree preferred with 2-5 years of professional television newscast experience.
- Valid driver's license

*Requirements are subject to change over time depending on technology and company priorities.

Cox Media Group Ohio is an Equal Opportunity Employer



COX MEDIA
GROUP Ohio



Reporter I

Come join the best news team in the country!

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- Valid driver's license
- *Requirements are subject to change over time depending on technology and company priorities.

IF YOU ARE INTERESTED, PLEASE APPLY AT

jobs.coxmediagroup.com

Use Job Code: 160370

Cox Media Group Ohio is an Equal Opportunity Employer





Mon 1/4/2016 2:11 PM



Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc

career@cedarville.edu; careers@wittenberg.edu; cheryl.koueger@wright.edu; Day-VEST@lycos.com; 'ddark@pearl.com'; 'Garrison, Jenica (CMG-Dayton)'; 'hwilliams@wilderforce.edu'; 'Tidkey1@dayton.edu'; joanne.krein@amajacobs.edu; 'kislabin@vscrb.org'; 'ldevond@centralstate.edu'; 'lgart@an.edu'; 'Mary.Apple@fs.ohio.gov'; 'Mitchell, Toni (CMG-Dayton)'; 'mweber@denvry.edu'; 'studentandcommunity@sandair.edu'; 'swackid@yahoo.com'; 'tommelewis@tpdc.com'; 'twthrow1@dayton.edu'

Message

CMG Dayton TV & Radio - Outreach Program 2015-12-31-09-04-42.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet

If you become aware of anyone who would be interested in working at our company, please refer them to our website at <http://jobs.coxmediagroup.com/>

Individuals submitting resumes in response to job openings are not considered applications for employment until they have submitted their resume through the Cox Media Career's website and have been invited to complete and have completed an official company on-line application. The company does not undertake any obligation to consider any resume submitted.

We look forward to working with you and thank you in advance for your help. Please do not hesitate to contact us with any questions.

Thank you for your assistance.

Sincerely,

Mia Martinez

Open Requisitions - Outreach Program

Req Title	Req #	Brand	State	City	Posting Status
Account Executive	1517075	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Anchor, Part Time	1518261	CMG Ohio Radio	Ohio	Dayton	Posted
Clerical Admin	1519230	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Audience Specialist	1519539	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Vendor Fulfillment Specialist	1517605	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Managing Editor WHIO-TV	1518260	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Videographer/Editor	1517032	WHIO-TV	Ohio	Dayton	Posted
Producer	1519617	WHIO-TV	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516060	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Media)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Sales Coordinator I	1515238	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Social Media & Digital Services Sales Specialist	1517611	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Studio Technician- Part Time	1519547	WHIO-TV	Ohio	Dayton	Posted
Traffic Assistant CMGO	1517073	WHIO-TV	Ohio	Dayton	Posted
Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



Videographer

Cox Media Group Ohio is looking for an experienced commercial production professional to join our creative team. Our Client Solutions Creative group consists of collaborative, innovative professionals with entrepreneurial spirit, sound creative judgment and production expertise. Our aim is to produce client campaigns as well as internal marketing initiatives with a focus on results and high production value. In our fast-paced, ever-changing media environment, flexibility is a must.

This position reports to the Creative Manager and assists the Creative team in the development of commercial production. Projects include, but not limited to, brand messaging, short and long-form commercials for both internal and external clients, and multi-platform campaign consistency. The ideal candidate will be a creative specialist with particularly strong camera and video editing skills.

Responsibilities:

- Write, produce, shoot and edit video projects
- Identify client needs; help come up with solutions
- Manage projects from start to finish. See projects all the way through to customer satisfaction
- Maintain superior communication with all stakeholders
- Collaborate with both internal and external clients on all media platforms – broadcast, print and digital
- Bring your creative energy to brainstorming sessions; pitch ideas to clients
- Stay up to date on industry trends and implement new ideas into work

Requirements:

- Non-linear editing skills a must. AVID, Adobe Premiere or equivalent
- Mastery of Adobe Production Suite, ie. After Effects, Photoshop
- Proficient in lighting design
- Good communication skills, both verbal and written
- Valid driver's license, ability to load and unload equipment on shoots

Tue, Feb 28, 2017
11:31:46

Receipt No

Advertising COX Ohio Publishing Receipt

Acct 017120C
Phone 9372252107
E-Mail
Client
Name DDN EMPLOYMENT
Address *****DO NOT MAIL*****
City DAYTON
State OH Zip 45402
Caller: Shari Sine

Ad Name 17539535A
Ad Id 17539535
Reply Request
Standby Type

Start 04/05/16
Class 2115
Copy Line Videographer/Producer/Editor
Editions DDLY/NDLY/SHJN/WEBC G. D. #
/SKYW/OPBC/OPWC/
Earliest Production Deadline: 04/19/2016
Issues 15
Rate CCPRO
Rep MISC ACCOUNTS
Stop 04/19/16
Pay Type BI
Colors 0
Tear sheets

Lines.....	163
Depth.....	13.34
Columns...	1
Price	0.00
Other Charges	0.00
Discounts	0.00
Total	0.00

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www.coxohio.com

Ad shown is not actual print size



Thu 2/4/2016 7:22 PM:

Martinez, Mia (CEI-Atlanta)

02.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc: 'careers@wittenberg.edu'; 'cheryl.krueger@wright.edu'; 'Day.VEST@tycos.com'; 'ddan@beonair.com'; 'Garrison, Janica (CMG-Dayton)'; 'twilliams@willberforce.edu'; 'tdickey1@udayton.edu'; 'joanie.kren@miamiacobs.edu'; 'tslaton@jyscnh.org'; 'lde-vond@centralstate.edu'; 'lghart@an.edu'; 'Mary.Apple@fs.ohio.gov'; 'Mitchell, Toni (CMG-Dayton)'; 'mveber@devry.edu'; 'studentandcommunity@sindan.edu'; 'swedknd@yahoo.com'; 'buthrow1@udayton.edu'

Message

CMG Dayton TV & Radio - Outreach Program 2016-02-04-09-01-50.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

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Thank you for your assistance.

Sincerely,

Mia Martinez

Open Requisitions - Outreach Program

Req #	Req #	Brand	State	City	Posting Status
Account Executive	1517075	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
All Media Journalist I	160373	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Audience Specialist	1519539	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Sales Specialist I	160775	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Vendor Fulfillment Specialist	1517605	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Managing Editor WHIO-TV	1518260	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Board Operator	1517689	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Producer	1519617	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market, WHIO-TV	160371	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter	160370	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157329	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Entry Level)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Social Media & Digital Services Sales Specialist	1517611	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Studio Technician- Part Time	1519547	WHIO-TV	Ohio	Dayton	Posted
Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



All-Media Journalist I

Nature or Work

Cox Media Group Ohio has one of the most-advanced multi-platform newsrooms in country (TV, Radio, Newspapers, and Digital) and is seeking creative, digitally oriented reporter to join our team. The position requires someone proficient at investigative reporting who can produce work that accomplishes core needs for CMGO's products in print, in digital and broadcast. The reporter will cover local communities and important news topics, writing stories, taking video, producing audio and creating interactive content that drives digital engagement.

Requirements

- Use research to tailor stories to fit the audience for print, TV, radio and digital.
- Ability to cover breaking news, deliver quality investigative pieces and enterprise stories across all of our platforms.
- Collaborate with WHIO-focused producers, work to create special reports and daily stories; some on-air work is expected.
- Work with digital-content staff to create story elements that uniquely engages the digital audience; this may include blogs.
- Use social media to engage the audience and drive people to your stories
- Typical output will be multiple stories per week, including a regular presence on the front page of our newspapers and possible on-air presence.
- Reporter should be familiar and comfortable with standards for avoiding libel and slander.
- Ability to work in high-energy fast-paced environment.

Education/Experience

- Experience in beat reporting; proven ability to write compelling narrative stories and other text-based journalism experience taking photos, videos and producing television packages; and experience producing audio for radio.
- Experience in digital storytelling and use of social media to engage and grow audience.
- Experience in investigative journalism across platforms.
- Bachelor's degree in relevant discipline or equivalent experience.
- Excellent communication and presentation skills, both verbal and written.

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Mon 1/4/2016 2:11 PM

Martinez, Mia (CEI-Atlanta)

01.04.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

cc

'career@cedarville.edu'; 'careers@wittenberg.edu'; 'cheryl.krueger@wright.edu'; 'Day-NEST@lycos.com'; 'ddark@beonair.com'; 'Garrison, Janica (CMG-Dayton)'; 'hwilliams@wiberforce.edu'; 'jdickey1@udayton.edu'; 'joanne.kren@miamijacobus.edu'; 'kolaton@vivanti.org'; 'levond@centralstate.edu'; 'lghart@an.edu'; 'Mary.Applein@fs.ohio.gov'; 'MWebber@devry.edu'; 'studentandcommunity@sindar.edu'; 'swackd@yahoo.com'; 'tommielenis@mpic.com'; 'twitrow1@udayton.edu'

Message

CMG Dayton TV & Radio - Outreach Program 2015-12-31-09-04-42.xls

Cox Media Group is an Equal Opportunity Employer actively seeking to recruit, hire and promote qualified applicants.

We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

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Thank you for your assistance.

Sincerely,

Mia Martinez

Open Requisitions - Outreach Program

Req. Title	Req. #	Brand	State	City	Posting Status
Account Executive	1517075	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Anchor, Part Time	1518261	CMG Ohio Radio	Ohio	Dayton	Posted
Clerical Admin	1519230	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Audience Specialist	1519539	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Vendor Fulfillment Specialist	1517605	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Inside Sales Acct Manager	1512835	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Managing Editor- WHIO-TV	1518260	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Videographer/Editor	1517032	WHIO-TV	Ohio	Dayton	Posted
Producer	1519617	WHIO-TV	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Promotion Producers-CMG Ohio	1516050	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter, WHIO-TV	157229	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Media)	1516357	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Sales Coordinator I	1515238	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Security Officer	1518012	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Social Media & Digital Services Sales Specialist	1517611	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Studio Technician- Part Time	1519547	WHIO-TV	Ohio	Dayton	Posted
Traffic Assistant CMGO	1517073	WHIO-TV	Ohio	Dayton	Posted
Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Machine Operator	155728	CMG Newspaper Shared Services	Ohio	Franklin	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted



Research Analyst II

Summary

Cox Media Group Analyst is responsible for managing and leveraging the data connected with our internal & external clients' goals and objectives, delivering high quality data-based insights and presenting business solutions that meet client needs. The candidate will be proficient with the different research solutions used for CMGO analytics, such as social media/digital analytics, traditional media analytics, quantitative methods, qualitative methods and primary research with focus on digital initiatives in order to gain insights that inform and supports others in understanding digital audience data. This individual will partner with other Customer Insights team members to develop research projects as derived from internal & external client business questions, inclusive of solution designs, technical implementations, dashboards, etc.

Responsibilities

- Prepare high quality, insight-laden reports consistent with CMGO and client standards
- Act as the day-to-day contact with internal & external clients and work with them to develop research project timelines and deliverable dates
- Assist in development and implementation of digital analytics reporting that is insightful, insuring accuracy and integrity and deliver to teams and other stakeholders as needed
- Create easy-to-understand visualizations
- Stay informed on the analytics industry, including new technologies, methodologies, and important players
- Stay informed about client industries including their technologies, products, target markets and competitors

Required Skills and Qualifications

- Experience with media specific software is a plus (e.g. Nielsen Toolbox, Arianna, Primelocation/SMS, ConsumerPoint, Scarborough (Primelingo), Arbitron/Tapscan, iNews, WideOrbit Media Sales (OneDomain), Leigh Stowell, Kantar), as well as digital analytics software, Adobe Analytics (SiteCatalyst), BrightCove, AndoMedia to be used to develop and convey insights on digital products and initiatives
- Competence with Microsoft Office, expert-level proficiency with Excel is essential

Mandatory Skills and Background

- Professional interest in media (print, TV, radio & social/digital)
- Bachelor's degree in relevant subject from reputable university
- 2+ Years of professional experience in research
- Team player who is able to manage his/her own workload
- Well-developed written & verbal communication skills in English
- Flexible, enthusiastic attitude, willing to pitch in, when required, to get the job done

Cox Media Group Ohio is an Equal Opportunity Employer



Thu 4/7/2016 12:57 PM

Martinez, Mia (CEI-Atlanta)

04.07.16 - CMG Dayton (CMG Ohio Inc., Ohio Radio, and WHIO-TV) - Outreach Program

To

Bcc: 'career@cedarville.edu'; 'careers@vittenberg.edu'; 'charles.wray@miamiacabs.edu'; 'cheryl.krueger@wright.edu'; 'Day-VEST@lycos.com'; 'ddark@beonair.com'; 'Garrison, Jamaica (CMG Dayton)'; 'hwilliams@wibterforce.edu'; 'liddley1@dayton.edu'; 'kslaton@lycos.org'; 'ldevond@centralstate.edu'; 'lghart@an.edu'; 'Mary.Applin@fs.chio.gov'; 'Mitchell, Toni (CMG Dayton)'; 'MWeber@devry.edu'; 'studentandcommunity@sindair.edu'; 'swaddell@yahoo.com'; 'withrow1@dayton.edu'; 'Woods, Damon (CMG Dayton)'

Message

Open Req - Outreach Program.xlsx

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We wish to advise your organization that we are currently recruiting for the positions contained within the attached spreadsheet.

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We look forward to working with you and thank you in advance for your help. Please do not hesitate to contact us with any questions.

Thank you for your assistance.

Sincerely,
Mia Martinez
Cox Talent Acquisition

Open Req - C each Program

Open Req - Outreach Program

Req Title	Req #	Brand	State	City	Posting Status
All Media Journalist II	164681	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Associate Producer	163711	WHIO-TV	Ohio	Dayton	Posted
Associate Producer	164888	WSOC Television, Inc.	Ohio	Dayton	Posted
Breaking News Desk Investigator	161553	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Audience Specialist	164876	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Sales Specialist I	160775	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Digital Sales Specialist- Excellent Opportunity/ Digital Sales Experience Preferred	163062	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Dispatcher	1519104	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Drivers-DOT	161201	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Investigative Digital Data All Media Journalist	164877	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Managing Editor WHIO-TV	1518260	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Media Campaign Coordinator	163931	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Multi Media First Responder (PT)	161651	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Operating Technician	163607	WHIO-TV	Ohio	Dayton	Posted
Packaging Associate - Day Shift	1414085	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Packaging Utility Operator	164669	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time All Media Journalist	164886	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Part Time Bindery Machine Operator	163588	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Board Operator	1517689	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Board Operator	1518220	CMG Ohio Radio	Ohio	Dayton	Posted
Part Time Packaging Associate	142038	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Part Time Street Team Member	1510358	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Press Operator-Union	158539	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Producer	1519617	WHIO-TV	Ohio	Dayton	Posted
Producer	162559	WHIO-TV	Ohio	Dayton	Posted
Producer Media Market, WHIO-TV	160371	WHIO-TV	Ohio	Dayton	Posted
Producer/Editor/Videographer-CMG Ohio	1516057	WHIO-TV	Ohio	Dayton	Posted
Producer/Videographer/Editor	163713	WHIO-TV	Ohio	Dayton	Posted
Promotions Manager	1517198	WHIO-TV	Ohio	Dayton	Posted
Reporter	160370	WHIO-TV	Ohio	Dayton	Posted
Research Analyst II (Entry Level)	1516367	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Sales Coordinator	163674	Cox Media Group Ohio, Inc.	Ohio	Dayton	Posted
Studio Technician- Part Time	1519547	WHIO-TV	Ohio	Dayton	Posted
Supervisor, Packaging	164668	Cox Media Group Ohio, Inc.	Ohio	Franklin	Posted
Videographer/Editor	164684	WHIO-TV	Ohio	Dayton	Posted



All-Media Journalist II

Nature of Work

Cox Media Group Ohio has one of the most-advanced multi-platform newsrooms in country (TV, Radio, Newspapers, and Digital) and is seeking an education reporter to fill a new role. The position requires someone proficient at education and investigative reporting who can produce work that accomplishes core needs for CMGO's products in print, in digital and broadcast. The reporter will cover local primary and higher education institutions in Butler County, Ohio and important education topics, writing stories, taking video, producing audio and creating interactive content that drives digital engagement.

Requirements

- Use research to tailor stories to fit the audience for print, TV, radio and digital
- Investigate issues affecting local institutions of learning as well as the institutions themselves
- Work with digital content staff to create story elements that uniquely engage the digital audience; this may include blogs
- Use social media to engage the audience and drive people to your stories
- Typical output will be multiple stories per week, including a regular presence on the front page of our newspapers
- Reporter should be familiar and comfortable with standards for avoiding libel and slander and have a good grasp of Ohio's public records laws
- Ability to work in high-energy, fast-paced environment

Education/Experience

- Degree in Communications or Journalism required
- Three-plus years of experience
- Has achieved proficiency in all platforms (Could fill in for a journalist on any platform without a noticeable difference in execution)
- Work is accurate and complete according to set deadlines
- Have excellent reporting and writing skills, and the ability to write and edit quickly
- Have a knack for telling stories in a relatable and compelling way
- Have a demonstrated social media presence and comfort with producing digital video
- Be ready to write a mix of articles, including short posts that analyze the most interesting news of the day, while also working on reported medium-length and long-form features

ATTACHMENT C

(c) In accordance with Section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all full-time Unit vacancies filled during the period covered by the above-noted EEO public file reports.

See the EEO public file reports included as part of Attachment A.

ATTACHMENT D

(d) Documentation of Unit recruitment initiatives described in Section 73.2080(c)(2) during the periods covered by the above-noted EEO public file reports, such as participation at job fairs, mentoring programs, and training for staff. Specify the Unit personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the Unit and state whether the population of the market in which any station included in the Unit operates is 250,000 or more. Based upon these two factors, determine and state whether the Unit is required to perform two or four initiatives within a two-year period, pursuant to Sections 73.2080(c)(2) and (e)(3). If you have performed more than four initiatives, you may provide documentation for only four and summarize the rest instead of providing documentation for all of them. If we believe any of the initiatives you have documented are inadequate, we may ask for more information, but documentation for four is all we need at this time.

The station employment unit employs 138 employees and operates in a market with a population size of 250,000 or more. Accordingly, the station is required to perform four initiatives within a two year period.

See attached for documentation of the recruitment initiatives.

Mitchell, Toni (CMG-Dayton)

Subject:

FW: 2014 Career Development Program Communication

From: Watkins, Andrea (CMG-Dayton)
Sent: Monday, April 28, 2014 5:05 PM
To: Wallace, Julia (CMG-Dayton)
Cc: Howell, Mary Beth (CMG-Dayton); Mitchell, Toni (CMG-Dayton)
Subject: 2014 Career Development Program Communication

Hi Julia,

Please review and approve the communication below regarding the launch of the Career Development Program. Thanks

All Employees,

Last Friday Cox Media Group Ohio launched the 2014 Career Development Program (CDP).

This is a locally created concept designed to educate, and develop employees across CMG Ohio. Over a six month period, participants will attend a series of classes and other development opportunities designed to enable them to enhance their potential, gain a broader view of the organization and key drivers of our business.

The list below is our first class for CDP. These participants were identified by leadership as high performers and expressed interest in development opportunities. As part of their assignment, they will be evaluating and refining the program for 2015.

- Tina Rezash-Sales
- Kristen Burchfield-Sales
- Chelsey Levingston-Sales (NCO)
- Kim Swan-Engineering
- Ashley Long-Content
- Stephany Gard-Finance
- Josh Sweigert-Content
- Randy Tucker-Content
- Kevin Jaques-Production
- Brad Kestner-Sales
- Maria Betts-Inside Sales
- Stephanie Kelly- Digital
- Nancy Wilson-Radio
- Jeremy Ratliff-Radio
- Darius Babcock-Digital (Audience)
- Andrew Simon-Content

Please join me in congratulating the 2014 CDP participants. We understand that our success would not be possible without the hard work and dedication of our people. We are committed to continuing to come up with creative ways to bring forth development opportunities for our employees. If you have any questions or concerns, please contact Human Resources.

Julia



Andrea Watkins, PHR | Manager, Human Resources
Cox Media Group Ohio | 1611 S. Main Street | Dayton, Ohio 45409
Ph: 937-225-2158 | Email: Andrea.Watkins@coxinc.com

Creating solutions. Delivering results.

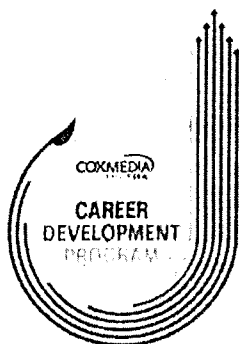


Newspaper | Television | Radio | Targeted Print & Online Products | Commercial Print | Direct Mail | Digital Ad Services



COX MEDIA
GROUP Ohio

**CAREER
DEVELOPMENT
PROGRAM**



OBJECTIVE

Identify emerging leaders within our organization. Deliver a series of classes and other developmental opportunities designed to enable participants to enhance their potential, gain a broader view of the organization and key drivers of our business. Completion of the program is intended to further guide success in their current role and prepare them for future promotional opportunities.

All meetings will be held at the Media Center in Studio C unless otherwise specified.

FRIDAY, APRIL 25, 2014

Breakfast with Operating Committee and Program Overview	8:00 a.m. - 10:00 a.m.	Julia Wallace
--	------------------------	---------------

WEDNESDAY, MAY 14, 2014

Birkman Overview	10:30 a.m. - 12:00 a.m.	Damon Woods
Break	12:00 p.m. - 1:00 p.m.	All
Five Components of Communication and Commanding the Room	1:00 p.m. - 2:00 p.m.	John Condit
Distribute QBQ! <i>The Question Behind The Question</i>		

TUESDAY, JUNE 10, 2014 (Tentative)

Presentation Preparation and Design Training	9:00 a.m. - 1:00 p.m.	Mike Schwartz & Lori Addicks
---	-----------------------	------------------------------

MONDAY, JUNE 30, 2014 (Sessions held at Cox Farm. Directions will be provided.)

Farm Tour	9:00 a.m. - 10:00 a.m.	Dave Thomas
Break	10:00 a.m. - 10:15 a.m.	All
<i>Accountability QBQ!</i> <i>The Question Behind The Question</i> Review	10:15 a.m. - 12:15 p.m.	Susan Davidson
Lunch	12:15 p.m. - 1:15 p.m.	All
Leadership Styles/Decision Making	1:15 p.m. - 2:45 p.m.	Susan Davidson
Break	2:45 p.m. - 3:00 p.m.	All
Meeting with Mike Joseph	3:00 p.m. - 4:00 p.m.	Mike Joseph

THURSDAY, JULY 10, 2014

A Path to Leadership Part I

9:00 a.m. - 5:30 p.m.

Tiarra Alexander

FRIDAY, JULY 11, 2014

A Path to Leadership Part II

9:00 a.m. - 5:30 p.m.

Tiarra Alexander

THURSDAY, AUGUST 7, 2014

Project Management 101

2:00 p.m. - 3:30 p.m.

Shelly Macduff & Brian Young

WEDNESDAY, AUGUST 13, 2014

Northern Cincinnati Division

9:00 a.m. - 10:00 a.m.

Terry Bouquot & Kevin Aldridge

Digital

10:15 a.m. - 11:45 a.m.

Q. McElroy & Tim Wolf

Lunch

11:45 a.m. - 12:45 p.m.

All

Sales/Sales Support and Client
Solutions

12:45 p.m. - 3:00 p.m.

John Condit, Chip Beale & Lori
Houseman

Break

3:00 p.m. - 3:15 p.m.

All

Marketing and Creative Services/
Promotions

3:15 p.m. - 4:15 p.m.

Nick Roberts & Jennifer Bucheit

THURSDAY, AUGUST 14, 2014 (Sessions held at the PTC)

Content (TV, Newspaper and Radio)

3:00 p.m. - 5:00 p.m.

Jana Collier, Dave Bennallack &
Jeremy Ratliff

Break

5:00 p.m. - 5:15 p.m.

All

Engineering

5:15 p.m. - 6:15 p.m.

Dave Thomas & James Robinson

Break

6:15 p.m. - 6:30 p.m.

All

PTC Tour Production/Operations

6:30 p.m. - 8:00 p.m.

Shawn Niehoff & Steve Peyton

THURSDAY, SEPTEMBER 18 2014 (Sessions held in Northern Cincinnati offices.)

What Makes Cox Different?	9:00 a.m. - 10:00 a.m.	Human Resources
4P's of Effective Meetings	10:15 a.m. - 11:15 a.m.	Human Resources

THURSDAY, OCTOBER 16, 2014 (Tentative)

Strategies To Reduce Stress	9:00 a.m. - 10:30 a.m.	Magellan Representative
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THURSDAY, NOVEMBER 13, 2014

Graduation- Celebration Two Minute Testimonials	5:30 p.m. - 8:00 p.m. Country Club Private Room	Operating Committee, Andrea Watkins, John Condit and Participants
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*We hope you enjoyed your Career Development Program.
We greatly appreciate your participation and continued growth here at Cox Media Group Ohio.*



Reinman, Sarah (CMG-Dayton)

Subject: Upcoming A Path to Leadership Workshop on July 10-11, 2014 @ 9 AM

Importance: High

From: Corporate Training- HRD [mailto:coxdevelops@coxinc.com]

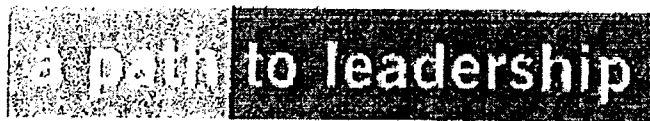
Sent: Monday, June 30, 2014 12:49 PM

To: Corporate Training- HRD

Subject: REMINDER - PREWORK ACTION: Participant Information about your Upcoming A Path to Leadership Workshop on July 10-11, 2014 @ 9 AM (Complete Pework by July 3rd)

Importance: High

Important Notice: High – Begin Pework today if you have not already. If so, thank you for your diligence with getting the prework completed.



APTL Participants,

We are excited about your confirmed attendance to the *A Path to Leadership*, in Atlanta, on July 10th @ 9:00 AM to July 11th 5:30 PM. Your participation in this workshop requires completion of two (2) urgent pre-session tasks immediately. Be sure to save the date and session logistics information on your calendar now to avoid cancellation/no show fee.

The *A Path to Leadership* workshop is part of a systematic, ongoing process of feedback, analysis, planning, and action with the ultimate goal of helping you increase satisfaction in your current job and align your efforts with your organization's business priorities. Past participants of this course shared feelings of heightened confidence in their on-the-job skill and expertise as well as appreciating the opportunity to get formally solicited feedback from his or her manager.

Pre-Session Tasks:

1. **Complete the APTL Self-Assessment by Thursday, July 3rd.** You will solicit feedback from your manager and a colleague who knows you well and knows what you appear to value most. Using the instructions below, complete an online APTL Self-Assessment which requires about 90 minutes of uninterrupted time. It is essential that you start the process today, giving your manager and colleague enough time to respond, and so that we can produce a confidential feedback report for you to use during the workshop.
 - a) Click on link www.mpgonline.net/cox to create your APTL User Profile (New User Key - Cox01)
 - b) Click "Register for APTL" in the second box. Select "I am scheduled to attend..." then click "Next".
 - c) Complete user profile information; "Submit Profile". Select workshop date and preferred skill inventory option. Begin your assessment process.
 - d) Enter your manager's contact information accurately.
 - e) Enter your colleague's contact information accurately.
 - f) Confirm all submitted information and begin assessment.
2. **Print/Bring the "Personal Values Assessment" and "How Do You See Me" colleague assessment** which is provided in your user profile once your colleague completes the survey". If not yet provided, please send a gentle reminder request to them for completion.

Session Logistics:

- ☐ Date/Time - July 10th @ 9:00 AM to July 11th @ 5:30 PM EST
- ☐ Location - CMG Ohio (Dayton), 1611 S. Main St., Dayton, Ohio 45409
- ☐ Room - Conference Room
- ☐ Attire - Business Casual

Program Contact - Tiarra Alexander @ coxdevelops@coxinc.com and Sarah Reinman @ Sarah.Reinman@coxinc.com.

If you have any questions about the upcoming workshop, please contact the CEI Talent Management & Diversity program contact. Thank you in advance for developing yourself and others through engaging participation, knowledge sharing, and active listening.

CEI Talent Management & Diversity Team
coxdevelops@coxinc.com

No Show/Cancellation Policy:

Cox values and invests in employee development. Cancellations should be immediately communicated to your HR Representative and the corporate training department for approval. If an employee cannot attend this training opportunity for any reason, they should contact their manager immediately and email the HR Representative. If the participant fails to provide a cancellation notice within 10 working days of the class start date, does not provide a replacement or does not attend the registered class, a cancellation fee of \$900.00 per day will be directly billed to the participant's department.

Here are the details.

From: SHEILA CHAMP [<mailto:Sheila.Champ@jfs.ohio.gov>]
Sent: Wednesday, April 08, 2015 7:44 AM
To: Webb, Michael (CMG-Dayton)
Subject: 2015 Spring Job Fair Invoice and Important Information

Thank you for registering for our 2015 Spring Job Fair being held on Wednesday April 29, 2015 from Noon – 4:00 p.m. at the University of Dayton Arena, 1801 S. Edwin C. Moses Blvd., Dayton, OH. When you arrive to the Arena, please follow the signs guiding you to Parking Lot A. The agenda for this event is as follows:

Schedule of Events	
09:30 – 11:00 AM	Company Check-In & Booth Setup
11:00 – 11:45 AM	Employer Lunch – Time Warner Flight Deck (2 nd Floor)
11:30 – 11:40 AM	Employer Welcome
11:45 – 11:55 AM	Job Seeker Welcome
Noon – 04:00 PM	Job Fair

Volunteers from OhioMeansJobs | Montgomery County and Wright-Patterson Air Force Base will be available to assist you with loading/unloading. These individuals can be identified by their “Volunteer Staff” badges throughout the day.

We anticipate anywhere from 800 – 1000 job seekers for this event, so use your best judgment to ensure you have enough copies of the information you plan to distribute. Facilities are not available to copy material.

NOTE: Your company will be assigned to either the concourse or floor level, so be sure to wear shoes that will allow you to navigate the Arena stairs safely.

If you have any additional questions or concerns, please call one of our Employer Services Coordinators, Marie Davis at (937) 496-7340 or Linda White at (937) 225-4628.

We look forward to seeing you!

OhioMeansJobs | Montgomery County
2015 Spring Job Fair Committee

Thank you,

Sheila Champ

Business Operations Analyst

OhioMeansJobs|Montgomery County

1111 S. Edwin C. Moses Blvd

Dayton, OH 45422

(937) 225-5209

(937) 225-4183

sheila.champ@jfs.ohio.gov

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[Click here](#) to report this email as spam.

Mitchell, Toni (CMG-Dayton)

Attachments: CMGLP Executive Summary for Group 8 Participants 2015.docx; CMGLP Notification Letter 2015 - Group 8.docx

Importance: High

From: Schwartz, Mike (CMG-Corp)
Sent: Tuesday, January 06, 2015 2:02 PM
To: Davidson, Susan (CMG-Atlanta)
Subject: ACTION REQUESTED: Notification to CMGLP Participants – GROUP 8

Hi Susan,

I need your assistance in notifying CMG managers who have been selected to participate in **GROUP 8** of the 2015 Cox Media Group Leadership Program.

Separately, I'll send you a list of any of your nominees who were selected to participate in Cross-Divisional programs.

Here are the participants you nominated who will be in CMGLP **GROUP 8**:

Jamila Robinson, Senior Editor Features, AJC – Atlanta
Rebekah Hudson, Digital Sales Manager, AJC – Atlanta
Courtney Sebesta, Online News Editor, Austin
Suzanne Klopfenstein, Senior Director Sales, CMG Ohio
Chadi Irani, Senior Manager Digital Strategy, Palm Beach

Next steps:

1. E-mail to the appropriate location leaders the **attached** participant notification letter and executive summary of CMGLP.
2. Request the location leader use the text of the notification letter to **immediately** notify the CMGLP participant, and attach the CMGLP executive summary [attached].
3. **IMPORTANT:** Remind the location leader that they should copy you, the participant's manager, Deborah Thomas and me so we know when the participant has been notified.
4. **ALSO IMPORTANT:** The location leader or participant's manager need to confirm the participant can commit to attending all three learning sessions in Atlanta.

DEADLINE: We request that all participants be notified by **Friday, Jan. 16**.

If you need anything else, please let me know.

Thanks.

Mike

Mike Schwartz
Learning Program Manager
Cox Media Group
678.645.4220

Mitchell, Toni (CMG-Dayton)

From: Davidson, Susan (CMG-Atlanta)
Sent: Wednesday, July 01, 2015 4:51 PM
To: Smith, Jason (CMG-Atlanta); Sterling, Kani (CMG-Austin); Mitchell, Toni (CMG-Dayton); Reese, Cathleen (CMG-WestPalm)
Cc: Davis III, Carl (CMG-Atlanta)
Subject: FW: CONFIDENTIAL: status update - 2015-2016 Mentoring Program

Just wanted to give you a heads up that the matching has been done for the 2nd group. Notes will go to all mentors and mentees later today or tomorrow. Carl and the team spent a lot of time on this so please let them know you appreciate the time and effort this took. Thanks. Susan

From: Davis III, Carl (CMG-Atlanta)
Sent: Tuesday, June 30, 2015 1:19 PM
To: Chambers, Emily (CMG-Dayton); Davidson, Susan (CMG-Atlanta); Robert, Mary (CMG-Corp)
Cc: Thomas, Deborah (CMG-Corp); Kolb, Janet (External, Valpak); Qualls, Linda (CMG-Orlando); Kennedy, Shawn (CMG-Corp); Williams, Laverne (CMG-Atlanta)
Subject: CONFIDENTIAL: status update - 2015-2016 Mentoring Program

Emily, Mary and Susan

We've concluded the matching process for the 2nd cohort with 16 CMG mentees matched with 4 of them being internal matches. We've also matched 12 mentors including the internal matches. Overall, between both sessions, CMG will have 31 mentees and 32 mentors participating in 2015-2016 Mentoring Program. In addition, the first Mentoring cohort successfully launched May 29th and initial feedback from mentees and mentors has been positive. For the 2nd cohort, mentees were matched from all areas – Newspapers, Radio and TV each had 4-5 mentees matched along with 2 mentees from corporate and 1 from Cox Reps. From newspapers, AJC, Austin and Palm Beach had mentee matches. CMGO had matches from Engineering (TV) and Marketing. Miami, Orlando, Athens, and Long Island had mentee matches from radio. TV matches came from Atlanta, Orlando, Charlotte and Tulsa.

The demographics statistics for the CMG mentee matches for the 2nd cohort were 50% male / 50% female and 38% minority / 62% Caucasian; whereas the stats for the overall matching process were 58% male / 42% female and 38% minority / 62% Caucasian.

Provided below is the status of each mentee/mentor nominated for this cycle. The first two tables show the CMG mentees and mentors who were matched. The last table lists the nominees who were not matched.

For mentees matched for this 2nd Cohort and those not matched, an individual email will be sent to each mentee nominee copying their supervisor and HR manager. Mentors will also receive an individual email indicating whether they were matched or not. We will use the same email templates as used previously. We've updated the template for those not matched to include information about Mentoring Edge program which Laverne will be launching in August. We plan to notify all nominees of their status tomorrow, 7/1, whether they were matched or not matched. Those matched will not be told who their mentor/mentee is until the first session on August 19th.

Let us know if you have any concerns or questions.

Carl, Linda, and Shawn

Mitchell, Toni (CMG-Dayton)

From: Schwartz, Mike (CMG-Corp)
Sent: Tuesday, September 22, 2015 9:04 AM
To: Mitchell, Toni (CMG-Dayton); Woods, Damon (CMG-Dayton)
Subject: FW: Welcome to Frontline Leaders U and program details
Attachments: FL-U Curriculum - September 2015.pdf; ILT Course Calendar - Sept 2015 Group.pdf; Sept 2015 Group.pdf

Hi Toni and Damon,

Just FYI...

Mike

Mike Schwartz
Learning Program Manager
Cox Media Group
678.645.4220

From: Schwartz, Mike (CMG-Corp)
Sent: Tuesday, September 22, 2015 9:03 AM
To: Ratliff, Jeremy (CMG-Dayton)
Cc: Bennallack, David (CMG-Dayton)
Subject: Welcome to Frontline Leaders U and program details

Dear Jeremy,

Congratulations on being accepted to participate in the Frontline Leaders U September 2015 Group.

This decision was made after an online Orientation session I conducted with your September 2015 Group colleagues, so I wanted to bring you and your manager up to speed on some program details and some items that require your immediate attention.

First, this is the link to the 21-minute recording of the Orientation event. I would recommend that you and your manager view it as soon as it's convenient:

<https://coxinc.webex.com/coxinc/lsr.php?RCID=9377f8bfd912a4494193bcf16ca90d69>

Here are a few things I wanted to recap from the session:

CMG U LEARNING PROGRAM

Your CMG U Learning Program has been assigned to you, so you should see your Frontline Leaders U courses under the Assigned Learning tab of your Learning Plan on the CMG University site.

LYNDA.COM PLAYLIST

Your lynda.com subscription will be activated today and you will receive an e-mail instructing you how to log in. Please log in to your account when you receive this e-mail. You will access your Frontline Leaders U courses through a Playlist that will be assigned to you.

Reminder: You are required to complete the Management Fundamentals course within the first 30 days of your subscription activation. The deadline to complete this course is: **MONDAY, OCT. 19**

INSTRUCTOR-LED TRAINING CALENDAR

I have attached the Instructor-Led Training calendar for 2015-16. As I mentioned during the orientation event, you are only required to complete **ONE** session of each Instructor-Led class. The Instructor-Led classes are included in your CMG U Learning Program and that is where you can enroll in the class of your choice.

AUSTIN INSTRUCTOR-LED COURSES

IMPORTANT: If you want to attend the three instructor-led courses that will be offered in Austin on Tuesday, Oct. 27 and Wednesday, Oct. 28, the deadline to enroll is: **WEDNESDAY, SEPT. 23**

ROSTER / CURRICULUM

Copies of your Group roster and curriculum are attached.

Note: Please let me know if any of your information on the roster needs to be corrected.

TRAVEL EXPENSES

All of your travel expenses to attend the Frontline Leaders U Instructor-Led courses are the responsibility of your location. CMG will pick up the costs for the facilitator and materials.

LYNDA.COM SUBSCRIPTION

Your lynda.com subscription expires on **Wednesday, March 9, 2016**; so you need to complete your lynda.com online courses prior to that date.

I think that's it for now.

Once you've reviewed the Orientation recording and the attached materials, please don't hesitate to contact me if you have any questions or need anything else.

Welcome again. I'm looking forward to having you participate in our Frontline Leaders U program.

Mike

Mike Schwartz
Learning Program Manager
Cox Media Group
678.645.4220

FRONTLINE LEADERS U CURRICULUM – SEPTEMBER 2015 GROUP

SUBJECT / SKILL	CONTENT	RESOURCE	DELIVERY	TIME COMMITMENT
Diversity / Inclusion	Communicating Across Cultures	Lynda.com	Self-paced / Virtual	18 minutes
	Managing Multiple Generations	Lynda.com	Self-paced / Virtual	50 minutes
Interpersonal Skills	Developing Emotional Intelligence	Contract Facilitator	Instructor-led	4 hours
	Conflict Resolution Fundamentals	Lynda.com	Self-paced / Virtual	50 minutes
	Effective Listening	Lynda.com	Self-paced / Virtual	1 hour
Leadership / Management	Delegating Tasks to Your Team	Lynda.com	Self-paced / Virtual	50 minutes
	Having Difficult Conversations	Lynda.com	Self-paced / Virtual	2 hours
	Influencing Others	Lynda.com	Self-paced / Virtual	1.5 hours
	Management Fundamentals	Lynda.com	Self-paced / Virtual	2 hours
Legal	Civil Treatment for Leaders	CMG Facilitator	Instructor-led	1 day [8 hours]
	Workplace Harassment Prevention for Managers	CMG University (Custom Course)	Self-paced / Virtual	2.5 hours
Performance Management	Coaching for Performance	Contract Facilitator	Instructor-led	4 hours

**TOTAL TIME
COMMITMENT**

28 HOURS



Mitchell, Toni (CMG-Dayton)

From: Schwartz, Mike (CMG-Corp)
Sent: Tuesday, January 05, 2016 9:49 AM
To: Mitchell, Toni (CMG-Dayton); Smith, Jason (CMG-Atlanta); Sterling, Kani (CMG-Austin)
Cc: Hague, Cathy (CMG-Corp); Bennett, Karen (CMG-Corp)
Subject: ACTION REQUESTED: Notification to CMGLP Participants – GROUP 11
Attachments: CMGLP Executive Summary for Group 11 Participants 2016.docx; CMGLP Notification Letter 2016 - Group 11.docx

Hi Toni, Jason and Kani:

Due to Susan Davidson's retirement, I need your assistance in notifying CMG managers who have been selected to participate in **GROUP 11** of the 2016 Cox Media Group Leadership Program.

Separately, I'll send you a list of any of Susan's nominees who were selected to participate in:
- Cox Cross-Divisional programs.

Here are the participants Susan nominated who will be in CMGLP **GROUP 11**:

Will Huack, Sr. Manager, Audience Analytics, AJC – Atlanta
Karlee Steele, Local Sales Manager, Austin American-Statesman
Tim Wolff, Director, Digital, CMG Ohio

Next steps:

1. E-mail to the appropriate location leaders the **attached** participant notification letter and executive summary of CMGLP.
2. Request the location leader use the text of the notification letter to **immediately** notify the CMGLP participant, and attach the CMGLP executive summary [attached].
3. **IMPORTANT:** Remind the location leader that they should copy you, the participant's manager, Karen Bennett and me so we know when the participant has been notified.
4. **ALSO IMPORTANT:** The location leader or participant's manager need to confirm the participant can commit to attending the two learning sessions in Atlanta.

DEADLINE: We request that all participants be notified by **Friday, Jan. 15**.

If you need anything else, please let me know.

Thanks.

Mike

Mike Schwartz
Learning Program Manager
Cox Media Group
678.645.4220

- August 9-10-11 – 2nd workshop session **[attendance required]**
- Non Workshop Months: Periodic on-line or peer learning activities; 3-way calls with coach, participant and participant's manager; individual calls between coach and participant; group project

receipt

Receipt Date: January 13, 2016
Receipt Number: 20160113-00005

Receipt For:

Cox Media Group Ohio
Michael Webb
1611 S. Main St.

Dayton, OH 45409
PH: 937-743-6705
michael.webb@coxinc.com

Send Payment To:

Career Fair Coordinator
Career Services
Miami University
200 Hoyt Hall
Oxford, OH 45056

Tax ID# 31-6402089

Details:

Charges

Spring ICE 2016 Registration | February 10, 2016
Subtotal:

(1.00 @ 500.00)

Cost

\$500.00
\$500.00

Payments

Feb 22, 2016 (Check #: 505386)
Total Paid:

Amount

(\$500.00)
(\$500.00)

Balance Due:

\$(0.00)

This invoice has been paid in full.

Please make checks payable to Miami University.
Make checks payable to: Miami University

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:41 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Followup: Career Fair at Wright State

From: Wright State University Career Center [mailto:wrightstate@myinterfase.com]
Sent: Thursday, March 10, 2016 11:43 AM
To: Webb, Michael (CMG-Dayton) <Michael.Webb@coxinc.com>
Subject: Followup: Career Fair at Wright State

Hello Michael Webb,

Thank you for recruiting Wright State University students and alumni!

Please complete our followup survey of your experience at Wright State University's Career Fair Spring 2016.

The survey takes 5-7 minutes and we use the information for process improvement and reporting purposes.

The survey link:

<http://surveys2.myinterfase.com/TakeSurvey.aspx?PageNumber=1&SurveyID=21764>

Thank you for your recruiting partnership with Wright State.

Wright State University Career Center

career.wright.edu

twitter.com/raidercareer

careercenter@wright.edu

Click [here](#) to report this email as spam.

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:41 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Wright State University Career Fair - Wednesday, March 9th, 2016

From: Webb, Michael (CMG-Dayton)
Sent: Tuesday, March 08, 2016 4:53 PM
To: Wolff, Tim (CMG-Dayton) <Tim.Wolff@cmgohio.com>
Subject: FW: Wright State University Career Fair - Wednesday, March 9th, 2016

General info for tomorrow

From: Wright State University Career Center [<mailto:wrightstate@myinterfase.com>]
Sent: Friday, March 04, 2016 12:18 PM
To: Webb, Michael (CMG-Dayton)
Subject: Wright State University Career Fair - Wednesday, March 9th, 2016

Hello!

We look forward to seeing you at the Career Fair on Wednesday, March 9, 2016.

Set-up begins at 7:45 a.m.

Lunch tickets will be available at 12:30 at the employer registration desk for your two recruiters. These can be used in the Union Market and have a value of \$8.50 each.

Parking is available in the Visitor Lot directly across from the Student Union (overflow parking is in Lot 4). Our staff will be at the curb to help you unload any large items you may have (weather permitting!).

Check-in is in the Skylight Lobby which is to your right upon entering the Student Union.

If you have any questions before Wednesday, feel free to call me at 937-775-2556 or email me at barbara.halabi@wright.edu

Please pass this message on to individuals that are attending this event.

We look forward to seeing you on Wednesday!

Yours truly,

Barbara Halabi
Wright State University Career Center

Click [here](#) to report this email as spam.

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:40 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Spring 2016 Career & Internship Fair: Documents

-----Original Message-----

From: Webb, Michael (CMG-Dayton)
Sent: Thursday, March 10, 2016 2:42 PM
To: Wolff, Tim (CMG-Dayton) <Tim.Wolff@cmgohio.com>
Subject: FW: Spring 2016 Career & Internship Fair: Documents

Hey Tim- for whomever can make it on the 15th, here is some info for them.

-----Original Message-----

From: careerservices@centralstate.edu [mailto:careerservices@centralstate.edu]
Sent: Thursday, March 10, 2016 2:33 PM
To: Webb, Michael (CMG-Dayton)
Subject: Spring 2016 Career & Internship Fair: Documents

Dear Michael Webb;

We are so pleased that you will be joining us for our Spring 2016 Career and Internship Fair. Please note: The Career & Internship Fair will take place in the New University Student Center (Building #36) on the campus map. Please park in the lots between (Buildings #20 and #12 or #20 and #19).

Place the permit on the front dashboard of car, driver's side, in plain view. Do not park in the spaces marked reserved.

You will find attached a parking permit and links to a campus map, driving directions and a list of hotels in the area:

<http://www.centralstate.edu/services/CampusMap/Map/index.html>
http://www.centralstate.edu/prospects/index_m3.php?num=10
http://www.centralstate.edu/prospects/index_m3.php?num=12

Check-in for the Career & Internship Fair begins 10 a.m.

We look forward to seeing you on Tuesday, March 15, 2016 from 11 a.m. to 3:00 p.m. in the University Student Center on the Central State University Main Campus.

Sincerely,

Office of Career Services
937-376-6383
careerservices@centralstate.edu

Attachments: Career_Fair_Parking_Pass_2016.doc: <http://centralstate-csm.symplicity.com/u/cbKnlhxZ>

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:25 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Fall 2016 Career & Internship Fair Registration Now Open

-----Original Message-----

From: careerservices@centralstate.edu [mailto:careerservices@centralstate.edu]
Sent: Friday, July 01, 2016 12:57 PM
To: Webb, Michael (CMG-Dayton) <Michael.Webb@coxinc.com>
Subject: Fall 2016 Career & Internship Fair Registration Now Open

Central State University welcomes your participation in our Fall 2016 Career & Internship Fair. The Career Fair will give you the opportunity to meet our stellar Marauders in various academic majors, in an effort to build partnerships with your organization. This will also aid our Marauders to achieve their goals and reach their full academic and professional potential.

Central State University's Students are interested in exploring Management Training and Professional Entry Programs, Full-time Employment, Internships and Cooperative Education Opportunities within your organization.

To register for the Career Fair, please visit the Attend Events section via Marauder Jobs at the link below.

<https://centralstate-csm.symplicity.com/employers/index.php>

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:42 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Your Wittenberg Career Services Event Invoice

From: careers@wittenberg.edu [mailto:careers@wittenberg.edu]
Sent: Monday, March 07, 2016 9:52 AM
To: Webb, Michael (CMG-Dayton) <Michael.Webb@coxinc.com>
Cc: Teresa Cantrell (Wittenburg University) <careers@wittenberg.edu>
Subject: Your Wittenberg Career Services Event Invoice



Wittenberg Career Services Invoice - 3/7/2016

Invoice To: Cox Media Group Ohio
Michael Webb
1611 S. Main St.
Dayton, OH 45409

Payable To: Wittenberg University Career Services
Attention: Career Services
Wittenberg University
P.O. Box 720
Springfield, OH 45501-0720

Event	Start Date	Cost
Spring Job & Internship Fair	Thursday Mar 31, 2016	\$75.00
Internship		
Full Time		
Part Time		

Total Due: \$75.00

Make Checks Payable To: Wittenberg University Career Services
Attention: Career Services
Wittenberg University
P.O. Box 720
Springfield, OH 45501-0720

Thank You For Using The Wittenberg Career Services System!

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:10 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Confirmation Wittenberg University Job and Internship Fair

From: Wittenberg Career Services [mailto:careers@wittenberg.edu]
Sent: Monday, March 07, 2016 9:52 AM
To: Webb, Michael (CMG-Dayton) <Michael.Webb@coxinc.com>
Cc: Teresa Cantrell (Wittenburg University) <careers@wittenberg.edu>
Subject: Confirmation Wittenberg University Job and Internship Fair

We are pleased to hear you are joining us for our **Job & Internship Fair** and appreciate your interest in recruiting Wittenberg students! We will do our best to make your trip both pleasant and productive.

To confirm:

- **Thursday, March 31, 2016 from 11:30 a.m. – 2:30 p.m.** in the Wittenberg University Benham-Pence Student Center (Student Center is on the corner of Fountain Avenue & Ward Street)
- **No more than 2 recruiters** per organization
- If you purchased an **additional advertisement**, we must have the ad in JPEG or PDF format, and receive it no later than **Friday, March 11th**. Please email the advertisement to careers@wittenberg.edu
- **Free Parking** lot located on Ward Street
- Sign-in and **begin set-up at 10:00 a.m.**
- **Beverages** (Coffee, Iced Tea, Water) will be available after 10:00 a.m. and **Brunch/Lunch** after 10:30a.m. (all free of charge)
- 6 foot table with 2 chairs provided, because of the **limited** space; we **prefer** that displays **sit on table** (Please let us know if you have a floor display)
- **Free Internet** is available by unsecured wireless access in the building
- Campus and Springfield area **maps** can be found at our website:
<http://www5.wittenberg.edu/about/springfield/maps.htm>

For a GPS address you may use 737 North Fountain Avenue, Springfield, OH, the parking lot is off of West Ward Street (stop light).

Since this event is being held here on campus and students will be in between classes many will be in casual dress instead of the usual professional dress.

If you have any questions about this event you may contact Teresa Cantrell. She can be reached by phone at **937-327-7521** or by e-mail at careers@wittenberg.edu.

If you would like to mail a package in advance please use our **mailing address**:

Career Services
Wittenberg University
225 North Fountain Avenue
Springfield, OH 45504

Sincerely,
Wendy Smiseck, Director
Teresa Cantrell, Administrative Assistant
Wittenberg Career Services
937-327-7521
careers@wittenberg.edu

Click [here](#) to report this email as spam.

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Monday, July 25, 2016 3:32 PM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: Wilberforce University's Spring 2016 Career Fair Post Survey
Attachments: W.U. 2016 C.F. Post Survey.docx

From: Victor Jones [mailto:vjones@wilberforce.edu]
Sent: Thursday, March 31, 2016 4:54 PM
To: Webb, Michael (CMG-Dayton) <Michael.Webb@coxinc.com>
Subject: Wilberforce University's Spring 2016 Career Fair Post Survey

Greetings,

On behalf of the Cooperative Education and Career Services Department, I would like to say "Thank You" for attending Wilberforce University's 2016 Spring Career Fair. In order to make our next Career Fair even more successful we ask that you would complete the post-event survey attached. We thank you in advance for your comments and suggestions and we assure you that each will be given the utmost respect and consideration so that future Career Fairs and events will be even more successful.

Your presence helped to make Wilberforce University Spring 2016 Career Fair a great success and your enthusiasm, career knowledge, and positive spirit helped make our time together informative, productive and fun. We wish you all the best and hope that you continue to partner with Wilberforce University.

Sincerely,

Victor Jones, M.Ed.

Director of Cooperative Education and Career Services

Wilberforce University

1055 N. Bickett Road

Wilberforce, OH. 45384

Contact No: (937) 708-5737

E-mail: vjones@wilberforce.edu

Click [here](#) to report this email as spam.

Garrison, Jamica (CMG-Dayton)

From: Webb, Michael (CMG-Dayton)
Sent: Thursday, March 02, 2017 10:26 AM
To: Garrison, Jamica (CMG-Dayton)
Subject: FW: 2016 Career Development Program

From: Thompson, Adam (CMG-Dayton)
Sent: Friday, April 22, 2016 2:13 PM
To: Webb, Michael (CMG-Dayton) <Michael.Webb@coxinc.com>
Subject: RE: 2016 Career Development Program

Michael

I am very excited and looking forward to this opportunity. This is my confirmation.
Thank you

Adam

From: Webb, Michael (CMG-Dayton)
Sent: Wednesday, April 20, 2016 4:02 PM
To: Bowling, Troy (CMG-Dayton); Barber, Barrie (CMG-Dayton); Bartley, Kate (CMG-Dayton); Marit, Carrieann (CMG-Dayton); Robinson, Amelia (CMG-Dayton); Hartley, Chris (CMG-Dayton); Fake, Chris (CMG-Dayton); Dorsak, Glenna (CMG-Dayton); Houghtling, Amy (CMG-Dayton); Pyles, Tracy (CMG-Dayton); Maloney, Kerry (CMG-Dayton); Burch, Amy (CMG-Dayton); Arnold, Christopher (CMG-Dayton); Mitchell, Charles (CMG-Dayton); Thompson, Adam (CMG-Dayton)
Cc: Mitchell, Toni (CMG-Dayton); McLaughlin, Ben (CMG-Dayton); Condit, John (CMG-Dayton)
Subject: 2016 Career Development Program

Congratulations on your selection to participate in the 2016 CMG-Ohio Career Development Program!

The Career Development Program is designed to help enhance your development by delivering a series of classes and training to employees looking to enhance their potential and gain a broader understanding of the organization and key drivers of our business.

By agreeing to participate in the program, you are committing to participate in a series of group learnings, as well as independent work that aligns to activity in the series. Outlook invites for all sessions will be sent to you in the coming weeks, as times for these sessions are confirmed.

While it is understood that participants have busy schedules, it is expected that you will make all meetings. A requirement of participation in the Career Development Program is that you attend at least 9 of these sessions. If you cannot commit to making this number of sessions, please let John Condit or Ben McLaughlin know, and you will be considered for alternate learning opportunities instead. **We expect your response to this letter by no later than noon on April 29, 2015.**

We are excited to have you as a member of this program, and look forward to seeing you on Friday, May 13, at 12:30 p.m. for Lunch with the Operating Committee at Aileron, 8860 Wildcat Rd, Tipp City, OH 45371.



Michael Webb | SPHR, SHRM-SCP

HR Manager, University and Employee Relations

Cox Media Group | 1611 S. Main St. | Dayton, OH 45409

Ph: 937-743-6705 | Cell: 513-291-0559 | Fax: 937-225-2153

Email: Michael.Webb@coxinc.com

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ATTACHMENT E

(e) Disclose any pending or resolved complaints involving the Station filed during the Station's current license term before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the names of the complainant and other persons involved; (3) the date the complaint was filed; (4) the court or agency before which it is pending or by which it was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that all complaints must be reported, regardless of their status or disposition.

None

ATTACHMENT F

(f) In accordance with Section 73.2080(b), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until February 8, 2017, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program.

Cox Media Group Ohio is an equal opportunity employer and is committed to ensuring that all qualified individuals are treated equally without regard to their race, color, religion, national origin, age or sex in all personnel actions to include recruitment, evaluation, selection, promotion, compensation, training and termination. This commitment to equal opportunity is referenced on the employment application and posted throughout the building.

All employees with supervisory or management oversight are responsible for following all Cox EEO policies. Cox Media Group Ohio employment decisions are made in conjunction with human resources and by following established policies and procedures. Human Resources works with management to ensure that job descriptions are accurate and updated to reflect the job as it relates to the knowledge, skills and abilities of the job. Job descriptions, qualifications or requirements are not tailored to a specific individual.

The Cox Media Group handbook is made available to all employees and can be accessed on our intranet site via the CMGConneX website. On the first day of employment the new employee attends new hire orientation and is provided with information and directions on where to find the human resources policies and procedures. The employee also receives an "acknowledgement of receipt" letter and is required to sign the document and acknowledges their responsibility to comply with all policies and to report any violations to management or Human Resources.

ATTACHMENT G

(g) In accordance with Section 73.2080(c)(3), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until February 8, 2017, describe the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.

At Cox Media Group Ohio we have always been committed to a strong EEO program. Diversity and inclusion are foundations in our corporate culture and Cox works at both the corporate and at the local level to ensure that we are always reaching out to our local communities to recruit and hire the most qualified applicants for all open positions.

We also partner with the community by speaking and working with students at local colleges and universities. The focus of the speaking engagement is generally about the broadcast industry and how it continues to evolve. Our talent and/or personalities participate in local festivals and events as the master of ceremonies, auctioneer, etc. These events and festivals allow them the opportunity to talk about the industry and their insights and experiences. When we attend job fairs we also bring lists of our open positions so that we can inform job seekers of exactly the positions we have open at Cox Media Group Ohio.

We provide station tours upon request and during this meeting we provide an overview of Cox Media Group Ohio and the many career opportunities that are available. We also allow interested career seekers to job shadow with our employees to gain a better understanding of the role that they are interested in pursuing to provide the job seeker a more realistic view of the job.

At Cox Media Group we have found that to find candidates with the skills necessary for success, we have had to turn our attention and focus to electronic and internet job based candidate searches. Candidates increasingly seek us out via electronic means and present their resumes in both text and in visual electronic form and we have had to adapt to this evolution. We have had to adapt quickly to the changing marketplace and use methods to attain the progressive candidates looking for positions in the media industry. To help us in this area we sometimes use the resources of search firms such as Talent Dynamic and Frank Magid Associates who are able to reach out broadly to qualified applicants in the broadcasting industry with information about our job openings for both on-air and off-air positions. Further, job seekers can post their video resume reels with Talent Dynamics, and we routinely reviewed those resumes when filling Meteorologist and All Media Journalist positions. Magid would also send us a list of potential candidates with information to view their reels for meteorologists and on-air reporters.

As the media landscape continues to change we continue to review our EEO listings to ensure our outreach is generating a diverse pool of candidates and is effective. Upon a position becoming open, we review our outreach efforts and determine along with the hiring manager if other outreach is required based on the type of opening and the organization's needs. As positions become open and available they are posted internally and externally and on job boards, with local colleges and universities, and with local county agencies.

Cox Talent Acquisition started sending job openings to the market outreach partners every Thursday in October 2015. A recruitment sources "Entitled to Notification" letter was sent in October 2015 to every outreach partner asking them if they would like to continue to receive notifications of our job postings and to please provide/confirm a contact name, mailing address, telephone number and email address.

ATTACHMENT H

(h) In accordance with Section 73.2080(c)(4), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until February 8, 2017, describe the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants.

We are committed to performance management and feel that each employee should be aware of how they are performing against their goals and objectives. We conduct mid-year performance reviews and year end-reviews. The mid-year review is focused on the employee's progress and if any adjustments are needed. During the year-end performance review process human resources reviews performance ratings. Human resources reviews performance appraisals for employees that are below "successful contribution" and evaluates and discusses with management to determine if the performance rating is justified. We also look for any patterns that would indicate any racial or gender disparities in ratings assigned by managers.

Cox Media Groups compensation philosophy is to pay employees competitively based on comparable companies in the external market. Employees are paid fairly for similar jobs within our business and we reward employees for their contributions. The compensation structure is based on salary grades and salary range that is established by corporate. Any new position is market priced by compensation; jobs with significant changes in duties and responsibilities are also priced. All pay increases are reviewed and approved by human resources. We also analyze our pay structures in each department to insure there are no disparities bases on EEO factors. We also closely monitor our pay practices, salary administration and disciplinary practices to insure that there are no inequities based on race, gender, and ethnicity.

Cox Media Group Dayton has two television unions (WHIO-TV) that are both represented by the International Brotherhood of Electrical Workers (IBEW). The company offers competitive and fair employment policies and programs to all employees both union and non-union.